



City Council Meeting Agenda

Tuesday, February 11, 2025 at 6:00 PM

City Hall – 520 East Ocean Blvd. Los Fresnos, TX 78566

<https://cityoflosfresnos.com/meetings>

NOTICE OF SAID MEETING IS HEREBY GIVEN BY THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT.

A. CALL MEETING TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. VISITORS REMARKS

To speak, you must sign in with the City Secretary prior to the meeting. You have a limit of 5 minutes to speak.

D. CONSENT AGENDA

All matters listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the City Council. The item may subsequently be removed from the Consent Agenda to be considered separately.

1. Consideration and ACTION to approve the minutes from the regular council meeting on January 14, 2025 and special council meeting January 21, 2025.
2. Consideration and ACTION to approve the second reading of Ordinance No. 564. An Ordinance providing for an amendment to Los Fresnos Code of Ordinance Chapter 34, Article I, in General, Section 34.1, Definitions, Article II, Collection and Disposal, section 34.21, Carts, 34.25, Collection Routes, 34.26 Holidays and 34.27, Complaints, repealing all Ordinances and parts of ordinances in conflict therewith.
3. Consideration and ACTION to approve the first reading of ordinance No. 565 to rezone the proposed Centaurus subdivision located at Espiritu Santo Grant Share 12 69.91 ACS out of 76.11 tr v-1 & trx-1 in the City of Los Fresnos, Texas from AG-Agricultural District to R-1 Single Family District for Block 1 through Block 8 and Block 9 to C-2 General Commercial District of the proposed Centaurus subdivision amending the official zoning map to reflect the new zoning; and providing an effective date for the implementation of this ordinance.
4. Consideration and Action to approve funding for Microsoft Office 365.
5. Consideration and ACTION to approve the Quarterly Investment Portfolio Report ended as of December 31, 2024.
6. Consideration and ACTION to update the Military Policy in the Employee Policy Manual.
7. Consideration and ACTION to approve a Memorandum of Understanding with the Texas Department of Public Safety for a Statewide Interoperable Channel Plan.
8. Consideration and ACTION to approve the Community Development Corporations action to fund the Los Fresnos Little League.
9. Consideration and ACTION to excuse the absence of Desi Delgado from the January 20, 2025 Planning & Zoning meeting.
10. Consideration and ACTION to excuse the absence of Terry Vinson from the January 14, 2025 regular City Council meeting and the January 21, 2025 Special City Council meeting..

11. Consideration and ACTION to excuse the absence of Juan Munoz from the January 14, 2025 regular City Council meeting.

E. ACTION ITEMS

1. Consideration and ACTION to approve the final design plans and authorization to advertise invitations to bid for the CDV23-0338 Street Improvements Project funded by the Community Development Block Grant-Disaster Recovery Program (CDBG-DR) administered by the Texas Department of Agriculture (TDA) and take appropriate action.
2. Consideration and ACTION to approve change order number 3 for the 2021 Street, Sidewalk, and Sewer Improvements Project.
3. Consideration and ACTION to approve the Los Fresnos Police Department 2024 Racial Profiling Report.
4. Consideration and ACTION to appoint a member to the Planning and Zoning Commission.
5. Discussion and review of annexation, disannexation and extraterritorial jurisdiction (ETJ) procedures in the state of Texas.

F. ACKNOWLEDGEMENT OF THE CITY MANAGER'S REPORT

1. City Manager Report
 - A. Wastewater Collection System & Upgrade
 - B. Water Treatment Plant Expansion
 - C. Street Project
 - D. Drainage
 - E. Whipple Road
 - F. COVID-19
 - G. Veteran's Memorial
 - H. Water Funding
 - I. Wastewater Funding
 - J. Senior Citizens Program

G. ACKNOWLEDGMENT OF DEPARTMENT REPORTS

1. Financial Report 1. Monthly 2. Year to Date 3. Sales Tax
2. Public Works Report 1. Water and Wastewater Activity 2. Calls for Service 3. Building Permits 4. Recycling 5. Waste Water Treatment Plant Discharge Monitoring Report
3. Police Department 1. Calls-By Type 2. Calls-By Date & Time 3. Incidents-By Violation 4. Arrests-By Type 5. Accidents-By Streets & Intersection December 2024 1. Magistrates 2. Index Crimes by Zone
4. Municipal Court 1. City Monthly Report- December 2024. Linebarger Monthly Report – December 2024
5. Library Report 1. Monthly Report
6. Fire Marshal's Report 1. Monthly Report
7. Fire Department Report 1. Monthly Report
8. Community Development Corporation 1. Minutes 2. CDC Consultant Report.

9. Planning & Zoning Commission Report 1. Minutes

H. ADJOURNMENT

This is to certify that I, Jacqueline Moya, posted this agenda on the front bulletin board of the City Hall and the city website at www.cityoflosfresnos.com on February 7, 2024 on or before 5:30 p.m. and it shall remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Jacqueline Moya, City Secretary

Persons with any disabilities that would like to attend meetings must notify City Secretary 24 hours in advance so that the City can make arrangements for that disabled person.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the minutes from the regular council meeting on January 14, 2025 and special council meeting January 21, 2025.

Recommendation:

I recommend approval.



City Council Meeting Minutes

Tuesday, January 14, 2025 at 6:00 PM

City Hall – 520 East Ocean Blvd. Los Fresnos, TX 78566

<https://cityoflosfresnos.com/meetings>

NOTICE OF SAID MEETING IS HEREBY GIVEN BY THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT.

A. CALL MEETING TO ORDER

Mayor Flores called the meeting to order at 6:07 p.m.

PRESENT

- Mayor Alejandro Flores
- Place 1 Alberto Escobedo
- Place 3 Gabriela Fernandez
- Place 4 Luis Gonzalez

ABSENT

- Place 2 Juan Munoz
- Place 5 Terry Vinson

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Milum gave the invocation and led the audience in the Pledge of Allegiance.

C. VISITORS REMARKS

To speak, you must sign in with the City Secretary prior to the meeting. You have a limit of 5 minutes to speak.

There were none.

D. PUBLIC HEARING

1. Public Hearing to receive comments from the property owners concerning the re-zoning of proposed Centaurus Subdivision Espirito Santo Grant Share 12-69.91 acres of 76.11 TR V-1 & TRX-1 Property ID 161935 located on the east side of North FM 803 From Resaca to Henderson Rd to rezone Block 1 through Block 8 to R-1 Single Family District and Block 9 to C-2 General Commercial District of the proposed Centaurus Subdivision.

Public hearing opened at 6:08 p.m.

The developer of the property introduced himself to the council and spoke to the council about the development.

Public hearing closed at 6:11 p.m.

E. CONSENT AGENDA

All matters listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the City Council. The item may subsequently be removed from the Consent Agenda to be considered separately.

Mayor Flores asked the council if there were any consent agenda items they would like to pull for further discussion. There were none.

1. Consideration and ACTION to approve the minutes from December 10, 2024.
Motion was made and seconded to approve the minutes from December 10, 2024.
Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

2. Consideration and ACTION to approve the preliminary plat of Centaurus Subdivision.
Motion was made and seconded to approve the preliminary plat of Centaurus Subdivision.
Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

3. Consideration and ACTION to approve a resolution for the submission of a grant application for the Local Border Star Security Program for the City of Los Fresnos to the Office of the Governor.
Motion was made and seconded to approve a resolution for the submission of a grant application for the Local Border Star Security Program for the City of Los Fresnos to the Office of the Governor.

Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

4. Consideration and ACTION to approve the renewal of a Memorandum of Understanding between the Los Fresnos Police Department and the Los Fresnos Consolidated Independent School District Police Department.
Motion was made and seconded to approve the renewal of a Memorandum of Understanding between the Los Fresnos Police Department and the Los Fresnos Consolidated Independent School District Police Department.
Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

5. Consideration and ACTION to authorize the City Manager to dispose of surplus items.
Motion was made and seconded to authorize the City Manager to dispose of surplus items.
Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

6. Consideration and ACTION to excuse the absence of Leo Casanova from the December 2, 2024 Community Development Corporation meeting.
Motion was made and seconded to excuse the absence of Leo Casanova from the December 2, 2024 Community Development Corporation meeting.
Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

7. Consideration and ACTION to excuse the absence of Larry Stambaugh from the December 16, 2024 Planning and Zoning meeting.

Motion was made and seconded to excuse the absence of Larry Stambaugh from the December 16, 2024 Planning and Zoning meeting.

Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 8. Consideration and ACTION to approve a letter of support supporting SpaceX’s proposal to increase the number of launches and landings of its Starship vehicle at the Starbase facility in Cameron County, Texas.

Motion was made and seconded to approve a letter of support supporting SpaceX’s proposal to increase the number of launches and landings of its Starship vehicle at the Starbase facility in Cameron County, Texas.

Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

F. ACTION ITEMS

- 1. Consideration and ACTION to approve the re-zoning of proposed Centaurus Subdivision Espirito Santo Grant Share 12-69.91 acres of 76.11 TR V-1 & TRX-1 Property ID 161935 located on the east side of North FM 803 From Resaca to Henderson Rd to rezone Block 1 through Block 8 to R-1 Single Family District and Block 9 to C-2 General Commercial District of the proposed Centaurus Subdivision.

Mr. Milum explained the development was reviewed and met the needs for future plans. He recommended approval.

Motion was made seconded to approve the re-zoning of proposed Centaurus Subdivision Espirito Santo Grant Share 12-69.91 acres of 76.11 TR V-1 & TRX-1 Property ID 161935 located on the east side of North FM 803 From Resaca to Henderson Rd to rezone Block 1 through Block 8 to R-1 Single Family District and Block 9 to C-2 General Commercial District of the proposed Centaurus Subdivision.

Motion made by Place 1 Escobedo, Seconded by Place 4 Gonzalez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 2. Consideration and ACTION for the Mayor and Council to support and participate in the 2025 Healthier Texas Community Challenge.

Mr. Milum gave a review about the challenge. He thanked Community Health Worker, Christine Martinez and staff for their work. Ms. Martinez answered questions from the council.

Motion was made and seconded for the Mayor and Council to support and participate in the 2025 Healthier Texas Community Challenge.

Motion made by Place 3 Fernandez, Seconded by Place 4 Gonzalez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 3. Consideration and ACTION to approve amended & restated Interlocal cooperation agreement with CCRMA on the FM 1847 Sidewalk Project.

Mr. Milum explained the amounts were the same that were previously approved, the agreement would confirm the amounts. Mr. Milum answered questions from the council.

Motion was made and seconded to approve amended & restated Interlocal cooperation agreement with CCRMA on the FM 1847 Sidewalk Project.

Motion made by Place 4 Gonzalez, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 4. Consideration and Action to approve Change Order #4 and #5 for the CWSRF 73687 Proposed Wastewater Collection System and Rehabilitation Project.

Mr. Milum explained the project location, change orders and funding. He answered questions from the council.

Motion was made and to approve Change Order #4 and #5 for the CWSRF 73687 Proposed Wastewater Collection System and Rehabilitation Project.

Motion made by Place 1 Escobedo, Seconded by Place 4 Gonzalez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 5. Consideration and ACTON to approve Change Order No. 8 for the Water Treatment Plant Expansion Project.

Mr. Milum explained the change order to the council.

Motion was made and seconded to approve Change Order No. 8 for the Water Treatment Plant Expansion Project.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 6. Consideration and Action to approve funding for Microsoft Office 365.

Mr. Milum explained the benefits of transferring to the new platform and the cost. He answered questions from the council.

Motion was made and seconded to approve funding for Microsoft Office 365.

Motion made by Place 4 Gonzalez, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 7. Consideration and ACTION to accept insurance payment on damaged Police Unit VIN 4392 and authorize City Manager to secure replacement vehicle.

Mr. Milum explained the vehicle was damaged during a pursuit and recommended option 1 TML would take possession of the vehicle and the city would receive a payment of \$11,375. Mr. Milum answered questions from the council.

Motion was made and seconded to accept insurance payment on damaged Police Unit VIN 4392 and authorize City Manager to secure replacement vehicle.

Motion made by Place 1 Escobedo, Seconded by Place 3 Fernandez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 8. Consideration and ACTION to approve the first reading of Ordinance No. 564. An Ordinance providing for an amendment to Los Fresnos Code of Ordinance Chapter 34, Article I, in General, Section 34.1, Definitions, Article II, Collection and Disposal, section 34.21, Carts, 34.25, Collection Routes, 34.26 Holidays and 34.27, Complaints, repealing all Ordinances and parts of ordinances in conflict therewith.

Mr. Milum explained the ordinance came up during the Christmas holiday causing confusion with pick up days during holiday. He explained the proposed changes and answered questions for the council.

Motion was made and seconded to approve the first reading of Ordinance No. 564. An Ordinance providing for an amendment to Los Fresnos Code of Ordinance Chapter 34, Article I, in General, Section 34.1, Definitions, Article II, Collection and Disposal, section 34.21, Carts, 34.25, Collection Routes, 34.26 Holidays and 34.27, Complaints, repealing all Ordinances and parts of ordinances in conflict therewith.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 9. Consideration and ACTION to re-appoint Leonel Casanova, Place 3, Marco Huerta, Place 4 and Daniel Alvarez, Place 7 or appoint new members.

Motion was made and seconded to re-appoint Leonel Casanova, Place 3, Marco Huerta, Place 4 and Daniel Alvarez, Place 7 to the Los Fresnos Community Development Corporation.

Motion made by Place 1 Escobedo, Seconded by Place 4 Gonzalez.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 10. Consideration and ACTION to appoint a member to the Planning and Zoning Commission.
There were no applications submitted.
No action was taken.

G. CITY MANAGER REPORT

Mayor Flores asked the Mr. Milum if there were any items he would like to update the council on.

- 1. City Manager Report
 - A. Wastewater Collection System & Upgrade
 - B. Water Treatment Plant Expansion
 - C. Street Project
 - D. Drainage
 - E. Whipple Road
 - F. COVID-19
 - G. Veteran's Memorial
 - H. Water Funding
 - I. Wastewater Funding
 - J. Senior Citizens Program
 - K. Boys & Girls Club Quarterly Report

Mr. Milum reported the street project was complete and a final walk through on 7th Street would be done, Veterans' Memorial was close to completion, and gave an update on the Senior Citizen Program. He answered questions from the board.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

H. ACKNOWLEDGMENT OF HEAD REPORTS

Mayor Flores asked the council if there were any questions on the Department Head Reports. There were none.

- 1. Financial Report 1. Monthly 2. Year to Date 3. Sales Tax

Motion was made and seconded to acknowledge the Financial Report.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 2. Public Works Report 1. Water and Wastewater Activity 2. Calls for Service 3. Building Permits 4. Recycling 5. Waste Water Treatment Plant Discharge Monitoring Report

Motion was made and seconded to acknowledge the Public Works Report.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 3. Police Department December 2024 1. Calls-By Type 2. Calls-By Date & Time 3. Incidents-By Violation 4. Arrests-By Type 5. Accidents-By Streets & Intersection November 2024 1. Magistrates 2. Index Crimes by Zone

Motion was made and seconded to acknowledge the Police Department Report.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 4. Municipal Court 1. City Monthly Report- November 2024. Linebarger Monthly Report – November 2024.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 5. Library Report 1. Monthly Report

Motion was made and seconded to acknowledge the Library Report.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 6. Fire Marshal’s Report 1. Monthly Report

Motion was made and seconded to acknowledge the Fire Marshal’s Report.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

- 7. Fire Department Report 1. Monthly Report

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.
Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

8. EMS Report

1. Quarterly report

OCT NOV DEC

Motion was made and seconded to acknowledge the LFEMS Quarterly Report.

Motion made by Place 3 Fernandez, Seconded by Place 1 Escobedo.

Voting Yea: Mayor Flores, Place 1 Escobedo, Place 3 Fernandez, Place 4 Gonzalez

I. CLOSED SESSION

Meeting was recessed for closed session at 6:46 p.m.

- 1. Deliberation pursuant to Section 551.074, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the evaluation of the City Manager.
- 2. Closed Session - To deliberate pursuant to Section 551.072, Title 5 of the Texas Government Code, the Texas Open Meetings Act regarding the following:

To deliberate the purchase, exchange, lease, or value of real property. Lot four-A (4A), Block Fifty-Two (52), Northwest Los Fresnos Subdivision No. 1

- 3. Closed Session in accordance to Section 551.071, the Texas Open Meetings Act Consultation with Attorney - to deliberate pending or contemplated litigation regarding the annexation of the City's ETJ.

J. OPEN SESSION

Meeting was opened at 8:22 p.m.

- 1. Consideration and ACTION as necessary resulting from deliberation in Executive Session Pursuant to the Texas Government Code, Section 551.074 regarding the evaluation of the City Manager.

No action was taken.

- 2. Open Session - Deliberation and possible action regarding the following:

551.072 To deliberate the purchase, exchange, lease, or value of real property. Lot four-A (4A), Block Fifty-Two (52), Northwest Los Fresnos Subdivision No. 1

- 3. Closed Session in accordance to Section 551.071, the Texas Open Meetings Act Consultation with Attorney - to deliberate pending or contemplated litigation regarding the annexation of the City's ETJ.

No action was taken.

K. ADJOURNMENT

The meeting was adjourned at 8:22 p.m.

Alejandro Flores, Mayor

ATTEST:

Jacqueline Moya, City Secretary



Special City Council Meeting Minutes

Tuesday, January 21, 2025 at 6:00 PM

City Hall – 520 East Ocean Blvd. Los Fresnos, TX 78566

<https://cityoflosfresnos.com/meetings>

NOTICE OF SAID MEETING IS HEREBY GIVEN BY THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT.

A. CALL MEETING TO ORDER

Mayor Flores called the meeting to order at 6:00 p.m.

PRESENT

- Mayor Alejandro Flores
- Place 1 Alberto Escobedo
- Place 2 Juan Munoz
- Place 3 Gabriela Fernandez
- Place 4 Luis Gonzalez

ABSENT

- Place 5 Terry Vinson

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Brian Cole with the Los Fresnos First Baptist Church gave the invocation and led the audience in the Pledge of Allegiance.

C. VISITORS REMARKS

To speak, you must sign in with the City Secretary prior to the meeting. You have a limit of 5 minutes to speak.

Manuel Abrego spoke about the Citizen of the Year, Barbara Rodriguez. He shared his connection with her and shared experiences from the past.

D. ACTION ITEMS

The meeting was adjourned at 6:49 p.m..

1. Consideration and ACTION to approve a Proclamation honoring Barbara Rodriguez as Citizen of the Year for 2024.

Mayor Flores presented Ms. Rodriguez with a proclamation. Ms. Rodriguez gave a speech thanking all for the recognition.

Mayor Flores and Council members congratulated Ms. Rodriguez. Members of the audience came up to congratulate Ms. Rodriguez and shared their experiences with her.

Motion was made and seconded to approve a Proclamation honoring Barbara Rodriguez as Citizen of the Year for 2024.

Motion made by Place 3 Fernandez, Seconded by Place 2 Munoz.

Voting Yea: Mayor Flores, Place 1 Escobedo, Place 2 Munoz, Place 3 Fernandez, Place 4 Gonzalez

E. ADJOURNMENT

Alejandro Flores, Mayor

ATTEST:

Jacqueline Moya, City Secretary

ACTION ITEM REPORT

Item Title: Consideration and ACTION to approve the second reading of Ordinance No. 564. An Ordinance providing for an amendment to Los Fresnos Code of Ordinance Chapter 34, Article I, in General, Section 34.1, Definitions, Article II, Collection and Disposal, section 34.21, Carts, 34.25, Collection Routes, 34.26 Holidays and 34.27, Complaints, repealing all Ordinances and parts of ordinances in conflict therewith.

Recommendation:

This ordinance was passed at the January meeting. The only change from then is the addition of “Carts must not be stored in the front yard after collection; they must be placed adjacent to the home or in the backyard until the next scheduled pickup.” During Code Enforcement’s rounds and discussions with the public, it was realized this language was left out during one of our updates. This prevents people from leaving the cart at the curb or by a tree in the front yard. The cart has to be brought back to the home.

I recommend approval.

Comment from last meeting.

The ordinance has some items that need to be updated.

1. It still has BFI Waste Services of Texas, LP but they changed names to use to Republic Services.
2. I capitalized the part of bagging trash. Quite a few people just throw loose trash in the cart and that is why many times when the truck picks up the cart to dump it, trash is blown in the area. If all trash is bagged, that will not happen.
3. We had allowed 24 hours to place your cart out before pickup and 24 hours after pickup. We feel that 12 hours is plenty of time. We are flexible with people as sometimes there may be issues that arise cause it to be later but that should be the exception, not the rule. The goal is to help our City look good. With garbage carts out all the time, our streets look trashy.
4. Lastly, people are confused about holiday trash pickup. The current wording uses the word may for they may recognize the holiday and should they elect to do so, they will notify the city and resident on the change. Republic Services practice is to never observe the holiday as it is too difficult to move to another day when that day is a full day’s work. So we are changing the wording to say that Republic Services will continue to provide solid waste collection on Holidays and if they elect to observe a holiday and change days for collection, they will notify those affected.

ORDINANCE NO. 564

AN ORDINANCE PROVIDING FOR AN AMENDMENT TO LOS FRESNOS CODE OF ORDINANCES, CHAPTER 34, ARTICLE I, IN GENERAL, SECTION 34.1, DEFINITIONS, ARTICLE II, COLLECTION AND DISPOSAL, SECTION 34.21, CARTS, 34.25, COLLECTION ROUTES, 34.26 HOLIDAYS AND 34.27, COMPLAINTS, REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH.

This ordinance was introduced and submitted to the City Council for passage and adoption after the second reading of the Ordinance. After presentation and discussion of the Ordinance, a motion was made by _____ that the Ordinance be finally passed and adopted in accordance with the City’s Home Rule Charter. The motion was seconded by _____ and carried by the following voted:

Mayor Alejandro Flores	___ For ___ Against ___ Abstained
Councilmember Albert Escobedo	___ For ___ Against ___ Abstained
Councilmember Juan Munoz	___ For ___ Against ___ Abstained
Mayor Pro-Tem Gabriela Fernandez	___ For ___ Against ___ Abstained
Councilmember Luis Gonzalez	___ For ___ Against ___ Abstained
Councilmember Terry Vinson	___ For ___ Against ___ Abstained

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOS FRESNOS, TEXAS:

SECTION 1. Chapter 34, Solid Waste of the Code of Ordinances, City of Los Fresnos, Texas is hereby amended to read as follows:

Sec. 34-1. Definitions.

Contractor means ~~BFI Waste Services of Texas, LP, a Delaware limited partnership d/b/a Allied Waste Services of Rio Grande Valley,~~ Republic Services which is the corporation performing refuse collection and disposal under contract with city.

Sec. 34-21. Carts.

- (a) It shall be the duty of every person owning, managing, operating, leasing, or renting any premises to use a cart or dumpster provided by ~~Allied Waste~~ Republic Services for the daily accumulation of solid waste. **ALL SOLID WASTE IS TO BE BAGGED PRIOR TO PLACING IT IN THE CART OR DUMPSTER.** The cart shall be placed on the curb or not more than five feet from the curb of the street in the front yard for pickup. Placing the cart, brush, or any solid waste on any street or alley within the city limits is prohibited. Carts are to be ready for pickup on the street by 7:00 a.m. on the scheduled day but no more than 24 **12** hours before the scheduled time. Carts are to be removed from the public right-of-way as soon as reasonably possible, but not more than 24 **12** hours after garbage is picked up. **Carts must not be stored in the front yard after collection; they must be placed adjacent to the home or in the backyard until the next scheduled pickup.** Permanent structures are not authorized to be placed at the curb or in the front yard of a premises for the purpose of containing receptacles used for garbage. Every person owning, managing, operating, leasing, or renting any premises shall be responsible to ensure that each cart placed at the street curbside is kept in a sanitary condition, closed tightly, and sealed sufficiently to prevent animals from entering and scattering the material from within

the cart onto the street and premises. The contents of all receptacles shall be so protected that the wind cannot blow and scatter garbage over the streets, alleys, and other premises of the city. The method of picking up the solid waste, the type of containers, the designated location for pickup, the day of the week, and the time of pickup may be revised from time to time by Allied Waste Services or the city as it deems necessary.

Sec. 34-25. Collection routes.

Allied Waste **Republic** Services and the city will establish collection routes. These routes will be presented to all residents and businesses. Routes are subject to change from time to time, as conditions require.

Sec. 34-26. Holidays.

Allied Waste Services may recognize the following holidays and will not provide solid waste collection on those days: ~~New Year's Day, Memorial Day, Independence Day (July 4), Labor Day, Thanksgiving Day, and Christmas Day.~~ **Republic Services will continue to provide solid waste collection on the Holidays.** Should Allied Waste **Republic** Services elect to observe ~~any of these holidays~~ **a holiday**, the required collection service will be done on another day to be advertised and conveyed to those affected **prior to the holiday.**

Sec. 34-27. Complaints.

All complaints shall be made directly to Allied Waste **Republic** Services or to the city. Complaints will be handled promptly and in a courteous manner within 24 hours.

SECTION 4. That all ordinances that are in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. Should any paragraph, sentence, subdivision, clause, phrase, or section of this ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this ordinance as a whole or any part of provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION 6. This Ordinance shall take effect after the final reading and when caption of Ordinance has been published in the official newspaper of the City.

INTRODUCED AND APPROVED on the first reading this ____ day of _____, 2025.

APPROVED AND PASSED on the second reading this ____ day of _____, 2025.

Mayor, Alejandro Flores

ATTEST:

City Secretary, Jacqueline Moya

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the first reading of ordinance No. 565 to rezone the proposed Centaurus subdivision located at Espiritu Santo Grant Share 12 69.91 ACS out of 76.11 tr v-1 & trx-1 in the City of Los Fresnos, Texas from AG-Agricultural District to R-1 Single Family District for Block 1 through Block 8 and Block 9 to C-2 General Commercial District of the proposed Centaurus subdivision amending the official zoning map to reflect the new zoning; and providing an effective date for the implementation of this ordinance.

Recommendation:

This was approved by the Planning & Zoning Board in December. It was approved by the Council in January when we have a public hearing and an action. This is the Ordinance that must be passed for it to become effective. It follows our zoning policies set forth in our comprehensive plan.

I recommend approval.

AN ORDINANCE TO REZONE THE PROPOSED CENTAURUS SUBDIVISION LOCATED AT ESPIRITU SANTO GRANT SHARE 12 69.91 ACS OUT OF 76.11 TR V-1 & TRX-1 IN THE CITY OF LOS FRESNOS, TEXAS FROM AG-AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY DISTRICT FOR BLOCK 1 THROUGH BLOCK 8 AND BLOCK 9 TO C-2 GENERAL COMMERCIAL DISTRICT OF THE PROPOSED CENTAURUS SUBDIVISION AMENDING THE OFFICIAL ZONING MAP TO REFLECT THE NEW ZONING; AND PROVIDING AN EFFECTIVE DATE FOR THE IMPLEMENTATION OF THIS ORDINANCE.

This ordinance was introduced and submitted to the City Council for passage and adoption after the second reading of the Ordinance. After presentation and discussion of the Ordinance, a motion was made by _____ that the Ordinance be finally passed and adopted in accordance with the City’s Home Rule Charter. The motion was seconded by _____ and carried by the following voted:

Mayor Alejandro Flores	___ For ___ Against ___ Abstained
Councilmember Albert Escobedo	___ For ___ Against ___ Abstained
Councilmember Juan Munoz	___ For ___ Against ___ Abstained
Mayor Pro-Tem Gabriela Fernandez	___ For ___ Against ___ Abstained
Councilmember Luis Gonzalez	___ For ___ Against ___ Abstained
Councilmember Terry Vinson	___ For ___ Against ___ Abstained

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOS FRESNOS, TEXAS:

SECTION 1. In accordance with Ordinance 235, Section 3, sub-section 3.0 Official Zoning Map, the area set forth and described the proposed Centaurus Subdivision located at ESPIRITU SANTO GRANT SHARE 12 69.91 ACS OUT OF 76.11 TR V-1 & TRX-1 from AG-Agricultural District to R-1 Single Family District for Block 1 through Block 8 and Block 9 to C-2 General Commercial District of the proposed Centaurus Subdivision and incorporated into the Official Zoning Map.

SECTION 2. The Official Zoning Map is amended to reflect the zoning as described and shown on attached Exhibit “A”.

SECTION 3. This ordinance shall take effect immediately upon approval.

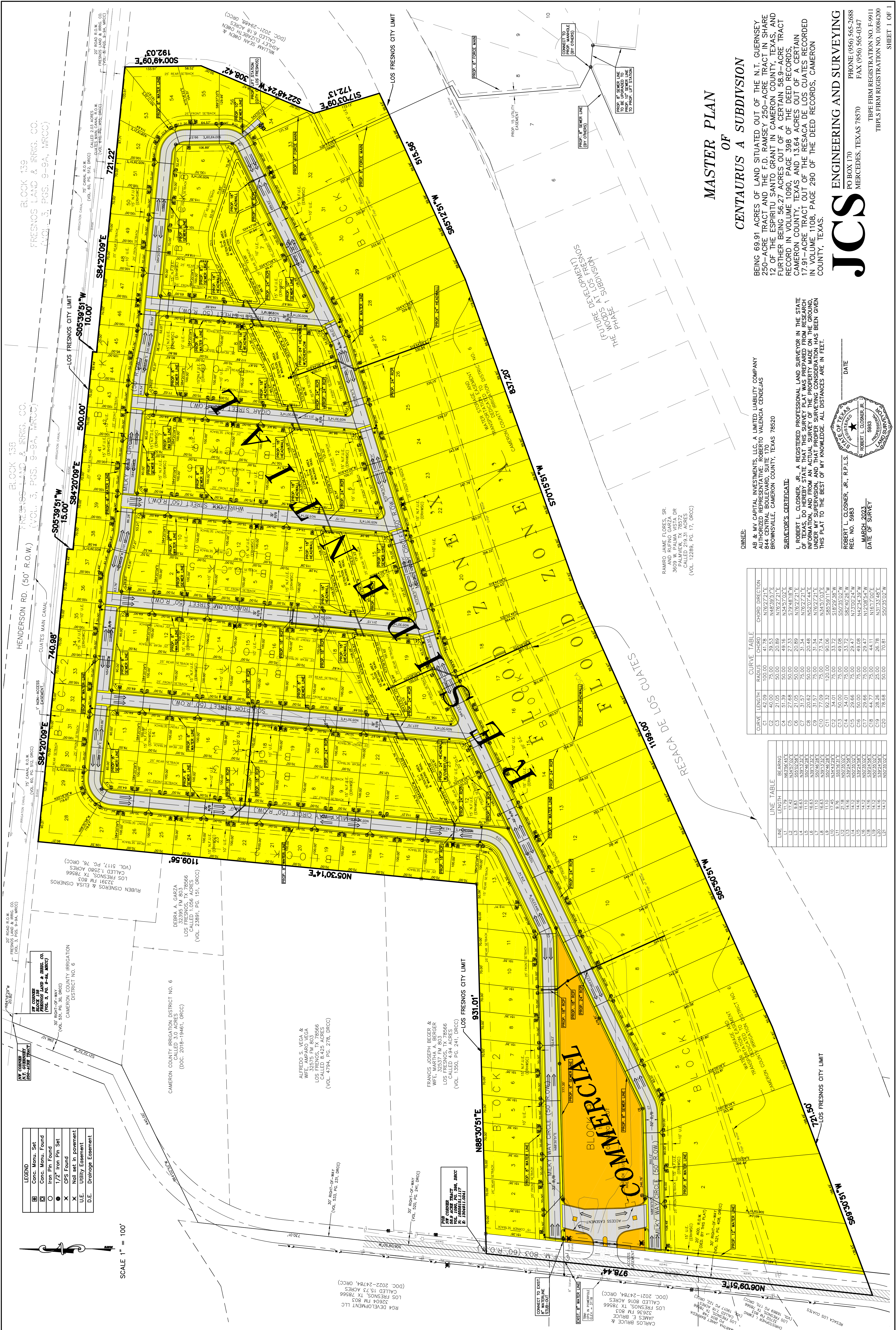
INTRODUCED and **APPROVED** on the first reading this 11th day of February, 2025.

APPROVED and **PASSED** on the second and final reading this 11th day of March, 2025.

Mayor, Alejandro Flores

ATTEST:

City Secretary, Jacqueline Moya



LEGEND

- ☐ Conc. Monu. Set
- Conc. Monu. Found
- Iron Pin Found
- 1/2" Iron Pin Set
- × GPS Found
- ✕ Nail set in pavement
- U.E. Utility Easement
- D.E. Drainage Easement

SCALE 1" = 100'

**MASTER PLAN
OF
CENTAURUS A SUBDIVISION**

BEING 69.91 ACRES OF LAND SITUATED OUT OF THE N.T. GUERNSEY 250-ACRE TRACT AND THE F.D. RAMSEY 250-ACRE TRACT IN SHARE 12 OF THE ESPERITU SANTO GRANT IN CAMERON COUNTY, TEXAS, AND FURTHER BEING 56.27 ACRES OUT OF A CERTAIN 58.9-ACRE TRACT RECORD IN VOLUME 1090, PAGE 398 OF THE DEED RECORDS, CAMERON COUNTY, TEXAS AND 13.64 ACRES OUT OF A CERTAIN 17.91-ACRE TRACT OUT OF THE RESACA DE LOS GATOS RECORDED IN VOLUME 1108, PAGE 290 OF THE DEED RECORDS, CAMERON COUNTY, TEXAS.

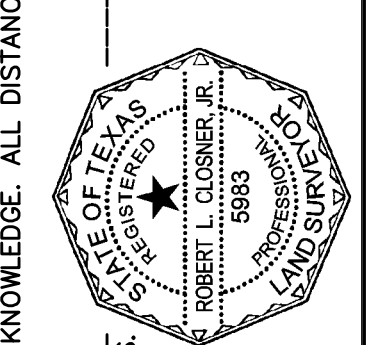
JCS ENGINEERING AND SURVEYING
 PO BOX 170
 MERCEDES, TEXAS 78570
 PHONE (956) 565-2688
 FAX (956) 565-0347
 TBP'S FIRM REGISTRATION NO. F-9911
 TBP'S FIRM REGISTRATION NO. 10084200
 SHEET 1 OF 1

OWNER:
 AB & MY CAPITAL INVESTMENTS, LLC A LIMITED LIABILITY COMPANY
 3669 W. PALMA VISTA DR
 844 CENTRAL BOULEVARD, SUITE 170
 BROWNSVILLE, CAMERON COUNTY, TEXAS 78520

SURVEYOR'S CERTIFICATE:
 I, ROBERT L. CLOSNER, JR., A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, DO HEREBY STATE THAT THIS SURVEY PLAT WAS PREPARED FROM RESEARCH INFORMATION, AND FROM AN ACTUAL SURVEY OF THE PROPERTY MADE ON THE GROUND, UNDER MY SUPERVISION, AND THAT PROPER SURVEYING CONSIDERATION HAS BEEN GIVEN THIS PLAT TO THE BEST OF MY KNOWLEDGE. ALL DISTANCES ARE IN FEET.

DATE OF SURVEY: MARCH 2023

DATE:



OWNER:
 RAMIRO JAMIE FLORES, SR.
 AND RUFINO GARZA
 3669 W. PALMA VISTA DR
 844 CENTRAL BOULEVARD, SUITE 170
 BROWNSVILLE, CAMERON COUNTY, TEXAS 78520

CURVE TABLE

CURVE	LENGTH	RADIUS	CHORD	DIRECTION
C1	42.09	100.00	41.78	N76°27'21"E
C2	40.00	75.00	39.53	N48°59'27"E
C3	21.05	50.00	20.89	N26°27'21"E
C4	27.68	50.00	27.33	S79°48'48"W
C5	27.68	50.00	27.33	S79°48'48"W
C6	21.05	50.00	20.89	N76°27'21"E
C7	31.57	75.00	31.34	N76°27'21"E
C8	20.62	50.00	20.48	N52°07'44"E
C9	31.57	75.00	31.34	N76°27'21"E
C10	11.10	50.00	11.03	S85°59'27"E
C11	92.92	120.00	90.06	S85°59'27"E
C12	34.01	75.00	33.72	S18°29'58"W
C13	50.00	75.00	49.08	S90°35'02"W
C14	34.01	75.00	33.72	S82°40'05"W
C15	29.66	75.00	29.47	N73°00'26"W
C16	14.12	50.00	14.06	N50°25'02"E
C17	29.66	75.00	29.08	N73°00'26"W
C18	44.77	75.00	44.11	N161°17'00"E
C19	28.26	25.00	26.78	N31°33'48"E
C20	78.68	50.00	70.81	S50°35'02"W

LINE TABLE

LINE	LENGTH	BEARING
L1	11.79	N63°56'45"E
L2	11.79	N63°56'45"E
L3	9.83	S55°02'58"E
L4	16.63	N39°33'24"E
L5	16.63	N39°33'24"E
L6	16.63	N39°33'24"E
L7	11.10	S50°46'38"E
L8	11.10	S50°46'38"E
L9	11.10	S50°46'38"E
L10	17.45	N34°43'20"E
L11	9.76	S55°16'31"E
L12	14.12	N50°25'02"E
L13	14.16	S39°24'58"E
L14	14.12	N50°25'02"E
L15	14.12	N50°25'02"E
L16	14.12	N50°25'02"E
L17	14.16	S39°24'58"E
L18	14.16	S39°24'58"E
L19	14.16	S39°24'58"E
L20	14.16	S39°24'58"E
L21	14.12	N50°25'02"E

ACTION ITEM REPORT



Item Title: Consideration and Action to approve funding for Microsoft Office 365.

Recommendation:

This was approved in January but I failed to include the 6 elected officials and 2 extras for growth.

I recommend approval of this increase.

The city's email system needs to be upgraded. This has been in the works for about 3 years and will finally be done. Part of the upgrade is a requirement for all cities to move to a certain email address. It is as follows: name@citytx.gov or specifically in my case it will be mmilum@losfresnostx.gov. The platform we will move to is Office 365. This will allow for better management of emails for meeting requirements of saving all emails. Emails will be stored off site changing the need to continually upgrade servers and add more capacity. This will also provide more protection from unwanted viruses and cyber-attacks. This is an annual fee and we have the funds available in the IT budget due to utilizing VEAE Communication Services instead of an IT Director.



VEAE Communication Services LLC
 3054 E 14th St
 BROWNSVILLE, TX, 78521
 9564650808

Section D, Item # 4.

Date	Invoice #
1/24/2025	12907

Bill To
City of Los Fresnos 520 E. Ocean Blvd Los Fresnos, TX 78566 USA

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
6	Office 365 Business Premium Yearly Plan - 6 Users @ \$22.00 each per month for 12 months Microsoft 365 Business Premium - Yearly Desktop, web, and mobile versions of Word, Excel, PowerPoint, and Outlook Custom business email (you@yourbusiness.com) Chat, call, collaborate, meet online, and host webinars up to 300 attendees 1 TB of cloud storage per user 10+ additional apps (including Microsoft Loop, Clipchamp, Bookings, Planner, Forms) Enterprise-grade device, cyberthreat, and endpoint protection	264.00	1,584.00
65	Office 365 Business Standard Yearly Plan - 65 Users @ \$12.50 each per month for 12 months Microsoft 365 Business Standard - Yearly Desktop, web, and mobile versions of Word, Excel, PowerPoint, and Outlook Custom business email (you@yourbusiness.com) Chat, call, collaborate, meet online, and host webinars up to 300 attendees 1 TB of cloud storage per user 10+ additional apps (including Microsoft Loop, Clipchamp, Bookings, Planner, Forms)	150.00	9,750.00
	***** THIS IS FOR YEARLY PLANS ***** ***** PLANS ARE PREPAID FOR 12 MONTHS ***** ***** 100% NEEDED TO PROVISION LICENSE ***** No Sales Tax	0.00%	0.00
		Total	\$11,334.00

Payments/Credits	22
Balance Due	\$11,334.00

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the Quarterly Investment Portfolio Report ended as of December 31, 2024.

Recommendation:

I recommend approval.



Investment Portfolio Summary

**For the Quarter Ended
As of December 31, 2024**

**Quarterly Investment Report
Investment Officer's Certification
For the Quarter Ended
As of December 31, 2024**

This report is prepared for the City of Los Fresnos in accordance with Chapter 2256 of the Public Funds Investment Act (PFIA). Section 2256.03(a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the reporting period." This report, which covers the quarter ended December 31, 2024 is signed by the City of Los Fresnos Investment Officer and the Investment Committee members and includes the disclosures required in the PFIA.

The investment portfolio complied with the PFIA and the City of Los Fresnos' approved Investment Policy and Strategy throughout the quarter. All investment transactions made in the City's portfolio during this quarter were made on behalf of the City and were in full compliance with PFIA and the City's approved Investment Policy.

Pablo A. Garza
Investment Officer/Finance Director

Mark W. Milum
City Manager/ Investment Committee

Alejandro Flores
Mayor/ Investment Committee

DETAIL OF SECURITY HOLDINGS
December 31, 2024

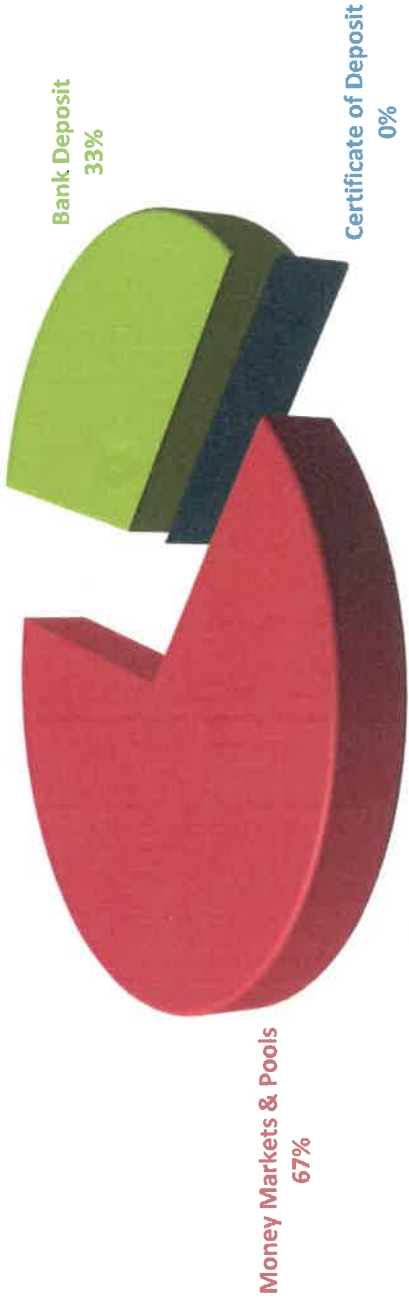
Security Description	Security CUSIP	Yield/ Coupon	Settlement Date	Maturity Date	Par Value	Purchase Price	Purchase Cost	Book Value	Market Price	Accrued Interest	Market Value	Days to Maturity	Yield to Maturity
General Fund													
Lone Star Investment Pool-Emergency Reserve	First Public	4.769					2,612,102	2,612,102	100		2,612,618		4.769
FCB-General Fund (Operating)	FCB	0.250					179,189	179,189	100		179,189		0.250
FCB-Senior Citizens	FCB	0.250					102	102	100		102		0.250
FCB-Forfeited Property-Non Interest (PD Seizure Funds)	FCB	-					-	-	100		-		-
FCB-Forfeited Property (PD Seizure Funds)	FCB	0.250					14,143	14,143	100		14,143		0.250
FCB-Payroll	FCB	0.250					253,256	253,256	100		253,256		0.250
							3,058,793	3,058,793			3,059,309		
Water & Sewer Fund													
Lone Star Investment Pool-Emergency Reserve	First Public	4.769					1,223,904	1,223,904	100		1,224,116		4.769
FCB-Water & Sewer (Operating)	FCB	0.250					178,574	178,574	100		178,574		0.250
FCB-Water & Sewer (Meter Deposits LS)	FCB	0.250					250,167	250,167	100		250,167		0.250
FCB-W&S Rev Bonds S84-84A I&S	FCB	0.250					255	255	100		255		0.250
FCB-W&S Rev Bonds S84-84A (Reserved Funds)	FCB	0.250					89,987	89,987	100		89,987		0.250
FCB-Water & Sewer (Emergency Reserve)	FCB	0.250					65	65	100		65		0.250
FCB-Utility Expansion (Purchase Water Rights/Utility Improvements)	FCB	0.250					3,767	3,767	100		3,767		0.250
							1,746,720	1,746,720			1,746,932		
Debt Service													
FCB-Debt Service (Bond Payments)	FCB	0.250					4,616	4,616	100		4,616		0.25
							4,616	4,616			4,616		
Capital Projects													
Lone Star Investment Pool-ARPA Funds	First Public	4.769					987,072	987,072	99		987,267		4.769
FCB-2016CDBG Grant Contract 7216500 (Streets)	FCB	-					-	-	100		-		-
FCB-TPW 50-000461: Nature Park	FCB	-					103,149	103,149	100		103,149		-
FCB-USDA (Water Distribution System Project)	FCB	-					-	-	100		-		-
FCB-Valley Legacy Foundation Grant (Hike & Bike Trail)	FCB	0.250					6	6	100		6		0.250
FCB-CO SR 2014 (Lopez LS, Land, Sewer Ext, Evergreen St)	FCB	-					97,180	97,180	100		97,180		-
FCB-TWDB-DWSRF NO. 62627 (Engineering)	FCB	-					0.30	0	100		0.30		-
FCB-TWDB-CWSRF CO 2009 (Collection System/WWTP)	FCB	-					-	-	100		-		-
FCB-Tax Increment Reinvestment Zones (TIRZ)	FCB	0.250					320,893	320,893	100		320,893		0.250
FCB-TWDB-CWSRF NO. 73687 (Engineering)	FCB	-					-	-	100		-		-
FCB-CO SR 2017 (Streets & City Hall)	FCB	-					116,810	116,810	100		116,810		-
Child Safety Fee Credit	FCB	0.250					7,484	7,484	100		7,484		0.250
TWDB- DWSRF 2020	FCB	0.250					1,261	1,261	100		1,261		0.250
TWDB- CWSRF 2020	FCB	0.250					24,564	24,564	100		24,564		0.250
Park Dedication Fee	FCB	0.250					36,106	36,106	100		36,106		0.250
FCB-Coronavirus Relief Fund	FCB	0.250					114	114	100		114		0.250
TWDB- DRAINAGE PROJECT 2022	FCB	0.250					1,695	1,695	100		1,695		0.250
FCB-Opiod Abatement Fund	FCB	0.250					4,375	4,375	100		4,375		0.250
							1,700,708	1,700,708			1,700,903		
Community Development Corp													
FCB-CDC (Operating)	FCB	0.250					677,224	677,224	100		677,224		0.250
							677,224	677,224			677,224		
TOTAL PORTFOLIO							\$ 7,188,061	\$ 7,188,052			\$ 7,188,983		

Section D, Item # 5.

**Quarterly Investment Report
Table of Contents
For the Quarter Ended
As of December 31, 2024**

4	Detail of Security Holdings
5	Portfolio Summary
6	Yield Summary
7	Quarterly Asset Reconciliation
8	Purchase/Sale Maturity

**PORTFOLIO SUMMARY
DECEMBER 31, 2024**



YIELD SUMMARY
As of December 31, 2024

Security Description	Security CUSIP	Settlement Date	Maturity Date	Par Value	Market Value	Percent of Assets	Days to Maturity	Weighted Average Maturity	Yield to Maturity
Bank Deposit									
First Community Bank	FCB				2,364,983	33%			0.25
Money Markets & Pools									
Lone Star Investments	First Public				4,824,001	67%			5.33
Certificate of Deposit									
First Community Bank	FCB			-	-	0%			-
TOTAL PORTFOLIO				\$ -	\$ 7,188,983	100%			5.58

**MARKET VALUE ASSET RECONCILIATION
FROM 10-01-2024 TO 12-31-2024**

Security	Market Value 10-01-2024	Additions Purchases	Withdrawals Sales	Realized Gains	Unrealized Gains	Interest Gains	Market Value 12-31-2024
Bank Deposit							
First Community Bank	2,364,983	-	-	-	-	-	2,364,983
Money Markets & Pools							
Lone Star Investments	3,521,667	1,300,000	(50,000)	-	-	53,071	4,824,738
Certificate of Deposit							
First Community Bank	-	-	-	-	-	-	-
TOTAL PORTFOLIO	<u>\$ 5,886,650</u>	<u>\$ 1,300,000</u>	<u>\$ (50,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 53,071</u>	<u>\$ 7,189,721</u>

**PURCHASE AND SALE MATURITY
FROM 10-01-2024 TO 12-31-2024**

Trade Date	Settlement Date	Quantity	Security	Unit Price	Amount
-------------------	------------------------	-----------------	-----------------	-------------------	---------------

PURCHASES

SALES/MATURITIES

ACTION ITEM REPORT



Item Title: Consideration and ACTION to update the Military Policy in the Employee Policy Manual.

Recommendation:

Several years ago we created our own Military Policy since there was nothing in place. We now have a policy that is a federal requirement so this will replace the old one.

I recommend approval.

Leave

622.1 PURPOSE AND SCOPE

Agency Content

This policy provides general guidance regarding the use and processing of general leave time.

Sick leave is addressed in the Sick Leave policy.

622.2 POLICY

Agency Content

It is the policy of the city to provide eligible employees with leave benefits.

622.3 VACATION (ANNUAL LEAVE)

Agency Content

- (a) The City Manager and the Department Head must grant the approval of all requests for vacation. Vacation time to be valid and will be credited to eligible employees at the rate of five-sixths of a day for each month of service to be credited and used the following fiscal year.
 1. EXAMPLE: An employee who begins employment in April will have six months credit on September 30. The employee has earned five days [6 x 5/6 days per month] which can be taken, with Department Head approval, at any time during the following Fiscal Year [October 1 through September 30]. After this initial adjustment to the Fiscal Year, an employee will receive credit for vacation days earned as per G below. These may be taken any time during the following Fiscal Year.
- (b) Department Heads will arrange vacation schedules and reallocate duties to minimize interference with the normal function and operation of their organizations. Vacation shall be scheduled where possible in order of seniority within a given department. Department Heads or the City Manager has the right to deny, postpone, or cancel employee vacation or business-related reasons.
- (c) Vacation time is not to be cumulative from one year to another. The Department Head must approve the time an employee takes his vacation. Note: Under serious conditions and only by special City Council approval, vacation time may be permitted to accumulate to the following fiscal year.
- (d) Official holidays occurring during a vacation period shall be accorded the employee, thus replacing the hours of vacation leave.
- (e) An employee under suspension shall not be eligible to take any leave during such suspension.
- (f) An employee shall receive credit for a full month of service if hired on or prior to the 15th day of the month. An employee shall receive credit for a full month of service if terminated on or after the 16th day of the month.

Leave

(g) Each employee will be entitled to ten days' vacation after the initial adjustment year. Employees will earn vacation according to the following schedule:

(h)	Year	Vacation Hours Earned	Year	Vacation Hours Earned
	1	80	6	88
	2	80	7	96
	3	80	8	104
	4	80	9	112
	5	80	10	120

(i) 120 hours is the maximum amount of vacation that can be earned.

(j) Vacation may be taken in hourly increments per day. All vacation pay will be straight time.

622.4 LEAVE OF ABSENCE

Agency Content

Leave of absence without pay may be granted to regular employees. Requests for such leave shall be in writing and submitted to the City Manager well in advance of the date the employee will commence such leave. The City Manager, or such appropriate official as he may designate, will have the sole authority to authorize such leave of absence. In no case shall such leave exceed 60 days.

622.5 EMERGENCY LEAVE

Agency Content

The Department Head may grant emergency leave to full-time employees in the case of death or serious illness. Up to five days can be granted in the death or serious illness of an immediate family member (father, mother, brother, sister, son, daughter, including in-laws). Up to three days can be granted in the death or serious illness of an extended family member (grandfather, grandmother, grandson, granddaughter, uncle, aunt, nephew, niece, first cousin, including in-laws). Death of others living in the same household will be considered on an individual case basis with the approval of the City Manager. If additional leave time is needed, sick leave, vacation leave or unpaid leave will be considered on an individual case basis with the approval of the City Manager.

622.6 MILITARY LEAVE

Agency Content

Military leave with pay will be granted as authorized by Texas Government code, Section 431.005, to all employees who are presently active or inactive members of the United States Reserves, excluding Merchant Marine, when ordered to engage duty for field training, encampment, field exercises, or instruction on scheduled work days.

Leave

Employees will be required to bring in military order documentation no later than twenty-four (24) hours after the employee receives the military orders. Copies will be kept in employee's personnel file regarding their duties and dates of such duties in order to be paid accordingly. If the employee cannot provide the City with military order documentation stating that he/she should report to a certain military facility for duty, physical exam, etc., then the employee will be paid under his/her own personal sick, annual, or compensatory time leave.

If granted military leave, this leave of absence shall be in addition to any other form of leave with pay to which the employee is normally entitled and shall not exceed fifteen (15) working days or days for which the employee would normally receive pay in any one federal fiscal year.

Employees who have exhausted all available paid leave may, at their option, use any other available paid leave time (i.e., vacation leave, sick leave)

622.7 OTHER FORMS OF LEAVE

Agency Content

Attendance of conferences, schools, etc., on the recommendation of Department Heads or on his own initiative, the City Manager may grant leave with pay, together with necessary travel and expense allowance, if deemed proper, in order to permit employees to attend conferences, schools, and similar events designed to improve their efficiency and considered as being beneficial to the interest of the City. Attendance of conferences or schools is to be limited to the financial provisions of each department for such training.

622.7.1 JURY AND COURT SERVICE

Agency Content

An employee who is legally summoned to serve on a jury or in court trials shall be permitted absence with pay by their Department Head for such duty.

622.8 HOLIDAYS

Agency Content

The City officially declares and designates the following holidays to be observed with pay by regular full-time employees, and subject to the provisions and limitations hereinafter set forth:

• New Years Day	January 1st
• Presidents Day	Third Monday in February
• Good Friday	Friday before Easter
• Memorial Day	Last Monday in May
• Independence Day	July 4th
• Labor Day	First Monday in September
• Columbus Day	Second Monday in October
• Veterans Day	November 11th

Leave

• Thanksgiving Day	Fourth Thursday in November
• Day after Thanksgiving Day	Fourth Friday in November
• Christmas Eve	December 24th
• Christmas Day	December 25th

NOTE: Should the holiday fall on Saturday, it will be observed on Friday. Should the holiday fall on Sunday, it will be observed on Monday.

Military Leave

628.1 PURPOSE AND SCOPE

This policy provides general guidance regarding leave to perform military service as a member of the Reserves or National Guard, or for active duty in the U.S. Armed Forces as provided in the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) (38 USC § 4301 et seq.).

This policy does not address every situation or circumstance that may arise when an employee is performing military service or ordered to active duty. As military leave situations arise, supervisors should consult with the [personnelAgency] or legal counsel to obtain specific guidance regarding military leave rights.

628.2 POLICY

The [City_County] supports employees who may be called or who volunteer to serve in the military. The [City_County] will comply with USERRA and state and local laws relating to military leave.

628.3 MILITARY LEAVE

Generally, employees on military leave are entitled to the same rights and benefits that are provided to employees having similar seniority, status, and pay who are on furlough or leave of absence (38 USC § 4316).

628.3.1 LENGTH OF LEAVE

Employees are entitled to a military leave of absence for up to a maximum of five years. Military leave is available for both voluntary and mandatory service (38 USC § 4303; 38 USC § 4312).

There are exceptions to the five-year cumulative total, including inactive duty training (drills), annual training, involuntary recall, or retention in support of war, national emergency, certain operational missions, or training or retraining requirements (38 USC § 4312).

628.4 PROCEDURES AND RESPONSIBILITIES

Employees who require military leave shall provide as much advance written or verbal notice of the pending service as reasonably possible (38 USC § 4312).

Additionally, the employee should:

- (a) Provide copies of official orders or other official documentation, if available.
- (b) Select the benefit options desired during absence, if applicable.
- (c) Retain copies of all submitted documents.

628.5 COORDINATION WITH CONTRACTS, PRACTICES, AND OTHER RULES

Wherever USERRA has more generous protections and benefits than state or local law, any applicable employment agreement, or local policy or practice, the [City_County] will apply the more beneficial right or benefit (38 USC § 4302).

Military Leave

628.6 LEAVE ACCRUALS

Employees are not required to use accrued leave while on military leave. However, employees may choose to use accrued annual leave or earned compensatory time, at their discretion (38 USC § 4316).

Employees will not accrue sick days or paid time-off days during any period of military leave without pay. However, upon return, military leave time will be included in determining leave accruals. For example, if vacation accrual increases from two weeks to three weeks upon completion of five years of service, then a person who works for two years, serves two years on active duty, and then returns, would be entitled to three weeks of vacation one year after reemployment.

628.7 HEALTH CARE BENEFITS

Employees on military leave may elect to purchase continuing health care coverage for a period of time that is the lesser of:

- (a) The 24-month period beginning on the first day of the employee's absence for military leave.
- (b) The period beginning on the first day of the employee's absence for military leave and ending on the date that they fail to return from service or apply for reemployment.

If the duration of an employee's military service is less than 31 days, the employee may purchase continuing health care coverage under the [city_county]'s health plan for no more than the regular employee share. If the military service is 31 days or more, the [City_County] will charge the employee for no more than 102% of the full premium of the health care plan (38 USC § 4317).

628.8 RETURN FROM DUTY

Employees returning from a military leave of absence must report to work as follows (38 USC § 4312; 20 CFR 1002.118):

- (a) For periods of service less than 31 days, employees must report back to work no later than the beginning of the first shift that begins on the first full day that follows the end of the employee's service period, plus a reasonable time to travel to the employee's residence, plus eight hours. If reporting within this period is impossible or unreasonable through no fault of the employee, the employee must return as soon as possible after expiration of the eight-hour period.
- (b) For periods of service of more than 30 days but less than 181 days, employees must apply for reemployment verbally or in writing no later than 14 days after completing service, or, if impossible or unreasonable to do so through no fault of the employee, no later than the next first full calendar day when it is possible to do so.
- (c) For periods of service of more than 180 days, employees must apply for reemployment verbally or in writing no later than 90 days after completion of service.

Employees who are recovering from an illness or injury incurred in or aggravated during military service must report to the [City_County] or apply for reemployment as provided in this policy at

Military Leave

the end of the period necessary to recover from such illness or injury. The recovery period may not exceed two years, except when circumstances beyond the employee's control exist.

An employee who fails to report or apply for reemployment in a timely manner will be subject to the [city_county]'s rules of conduct and established policies covering absence from scheduled work.

628.9 REEMPLOYMENT RIGHTS

An employee returning from a temporary military duty leave of absence is generally entitled to reinstatement to the position and benefits they would have attained if not absent for military duty or, in some cases, a comparable job (38 USC § 4312).

628.9.1 FORMER POSITION

An employee returning from regular active military leave is entitled to reinstatement in the position that they would have attained had the employee not taken leave. If the leave exceeded 90 days, the employee is also entitled to a position of like seniority, status, and pay (38 USC § 4313).

If an employee returning from military leave is not able to perform the essential duties of the position the employee would have attained, the [City_County] will make reasonable efforts to help the employee become qualified (20 CFR 1002.198). If the employee remains unable to perform the essential duties of the position after the [city_county]'s reasonable efforts, the employee is entitled to their previously held position at the time of departure or, in the case the leave exceeded 90 days, a position of like seniority, status, and pay. Where an employee remains unqualified for both of these positions after reasonable efforts by the [City_County], the employee is entitled to the nearest approximation to these positions (38 USC § 4313).

When a returning employee cannot become qualified because of a disability incurred in or aggravated during uniformed service, the [City_County], after making reasonable accommodations, must find a position of equivalent seniority, status, and pay for which the employee is qualified, or the nearest equivalent (38 USC § 4313; 20 CFR 1002.198).

628.9.2 COMPENSATION AND BENEFITS

Upon return from regular active military duty, an employee is entitled to seniority and seniority-based rights and benefits, including but not limited to:

- (a) Receiving credit for the time spent in uniformed service under honorable conditions for purposes of seniority, retirement, promotion, and merit salary increases (20 CFR 1002.210).
- (b) Receiving credit for time spent on military leave for purposes of calculating eligibility for leave under the Family and Medical Leave Act (20 CFR 1002.210).
- (c) Returning to the level in the salary range that they would have attained had the employee not left on military leave (20 CFR 1002.236).
- (d) Receiving the same contribution to retirement benefits upon reemployment that the [City_County] would have contributed had they not taken leave (20 CFR 1002.261).

Military Leave

- (e) Being treated as not having a break in service for purposes of participation, vesting, and accrual of pension benefits (38 USC § 4316; 38 USC § 4318).
- (f) Reenrolling in [city_county] health benefits without any waiting period.
- (g) Restoring benefits that were elected by the employee and their dependents at the time military service began, as well as to any other benefits that began during the leave for which the employee would reasonably have become eligible.

628.9.3 EMPLOYEE REEMPLOYMENT RESPONSIBILITIES

An employee returning from regular active military leave is entitled to reinstatement rights only if the employee (38 USC § 4312):

- (a) Has given advance written or verbal notice of such service, unless precluded by military necessity.
- (b) Has served in the uniformed service for no more than five years cumulatively while employed at the [City_County], except as provided in 38 USC § 4312(c).
- (c) Has been issued a discharge under honorable conditions.
- (d) Reports to the [City_County] or applies for reemployment in a timely manner as provided in this policy.
 - 1. In the case that the military leave exceeds 30 days, submits documentation showing (20 CFR 1002.121; 20 CFR 1002.123):
 - (a) The application for reemployment is timely.
 - (b) The employee has not exceeded the cumulative five-year limit of service in the uniformed services, except as provided in 38 USC § 4312(c).
 - (c) The employee's separation or dismissal from service was not disqualifying.

628.9.4 [CITY_COUNTY] REEMPLOYMENT RESPONSIBILITIES

The [City_County] shall promptly reinstate employees entitled to reinstatement but no later than 14 days after a request for reinstatement. In the case of unusual circumstances, the [City_County] shall reinstate employees as soon as practicable (20 CFR 1002.181).

The [City_County] is not required to reemploy a person after military leave if any of the following conditions exist (38 USC § 4312):

- (a) The [city_county]'s circumstances have so changed as to make such reemployment impossible or unreasonable.
- (b) Such reemployment would impose an undue hardship upon the [City_County].
- (c) The person held a nonrecurrent job for a brief period of time and had no reasonable expectation that such employment would continue.

Supervisors should consult with the [personnelAgency] or legal counsel before determining whether any of these conditions exist.

Military Leave

628.10 RETENTION

An employee who is reinstated after returning from military leave may not be discharged, except for cause (38 USC § 4316; 20 CFR 1002.247):

- (a) For 180 days after the date of reemployment if the most recent period of military service was more than 30 days and less than 181 days.
- (b) For one year after the date of reemployment if the most recent period of military service was more than 180 days.

628.11 DISCRIMINATION AND RETALIATION PROHIBITED

Discrimination or retaliation against any employee for participation in military service is prohibited, whether the employee volunteers or is ordered to active military service (38 USC § 4311).

628.12 STATE AND LOCAL MILITARY LEAVE CONSIDERATIONS

Eligible employees may be entitled to additional benefits related to military leave under state and local requirements (e.g., compensation, drills, temporary military leave for training).

The [City_County] will comply with the requirements of any applicable state or local laws that provide for military leave benefits.

Employees should consult with their supervisor and the [personnelAgency] for additional information regarding applicable leave benefits.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve a Memorandum of Understanding with the Texas Department of Public Safety for a Statewide Interoperable Channel Plan.

Recommendation:

The State of Texas, DPS requires all jurisdictions to be compliant with interoperability so all agencies can talk to each other on the radio. We are part of that. This is to update the number of radios we utilize between the City, Fire Department, Ambulance Service and School.

I recommend approval.

This **Memorandum of Understanding** was agreed to on this date: **February**, _____, 20**25**. The v24.2 fillable form is available here: <https://www.dps.texas.gov/section/infrastructure-operations/swic-document-library> Please complete **this page only**, sign, save, and then email as attached file to txswic@dps.texas.gov.

WHO SHOULD EXECUTE THIS AGREEMENT: Each jurisdiction must individually sign this agreement.

- An authorized representative of a City may sign for all public safety agencies in that city.
- A County may sign for volunteer fire departments (VFD) if the VFD is recognized in the county emergency management plan; however,
- A County CANNOT sign for all cities or other public safety agencies in the county that are not a part of county government since they are separate legal entities.
- A Council of Governments (COG) CANNOT sign for all jurisdictions within the COG.

Compliance with this TSICP and the SCIP are required to receive grant funds for communications equipment. **Agencies and programmers should verify the latest version of these documents are being referenced; they can be found at <https://www.dps.texas.gov/section/infrastructure-operations/swic-document-library>**

FOR JURISDICTION

Jurisdiction Name: **CITY OF LOS FRESNOS**

Authorized Signature: _____

Print Name: **MARK MILUM**

Title: **CITY MANAGER**

Jurisdiction Address: **520 EAST OCEAN BLVD. LOS FRESNOS, TX.**

County: **CAMERON**

Phone: **956-233-5768** e-mail: **mmilum@citylf.us**

Jurisdiction/Agency Radio Communications Contact: **CHIEF HECTOR GONZALEZ**

Phone: **956-233-4473** e-mail: **hgonzalez@losfresnospd.us**

Indicate the NUMBER of mobile, portable, temporary base, and/or mobile relay radios to be operated under TxDPS licenses. For Federal Entity Interop and 700 Air-to-Ground channels, please mark the appropriate box with a checkmark or "X" if these channels are programmed or if programming is planned in the future.

	Mobile	Portable	Temporary Base-Mobile Relay	Federal Entity Interop Channels	700 Air-to-Ground Channels
150 MHz	X	X	X	X	N/A
450 MHz	X	X	X	X	N/A
700 MHz	X	X	X	N/A	X
800 MHz NPSPAC	33	95	X	N/A	N/A

(This information is required by TxDPS as a condition of its licenses from the FCC.)

TEXAS DEPARTMENT OF PUBLIC SAFETY SWIC OFFICE SIGNATURE

Signature: _____

Aaron Slaughter, Statewide Interoperability Coordinator, Information Technology Division
Phone: (512) 424-7749 Aaron.Slaughter@dps.texas.gov

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the Community Development Corporations action to fund the Los Fresnos Little League.

Recommendation:

The CDC Board approved to fund the Little League in the amount of \$10,000 at their meeting on Monday February 3. The budget approved was \$7,500 so it will need final approval by the Council. The additional funds were to assist in completing the pitching and batting cages. The CDC has the funds.

I recommend approval.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to excuse the absence of Desi Delgado from the January 20, 2025 Planning & Zoning meeting.

Recommendation:

Desi Delgado began serving in September 2024. Desi has attended 3 of the 4 meetings or 75%.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to excuse the absence of Terry Vinson from the January 14, 2025 regular City Council meeting and the January 21, 2025 Special City Council meeting..

Recommendation:

Terry Vinson began serving in November 2022. Terry has attended 28 of the 38 meetings or 74%.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to excuse the absence of Juan Munoz from the January 14, 2025 regular City Council meeting.

Recommendation:

Since February 2017 Juan Munoz has attended 121 of the 143 meetings or 85%.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the final design plans and authorization to advertise invitations to bid for the CDV23-0338 Street Improvements Project funded by the Community Development Block Grant-Disaster Recovery Program (CDBG-DR) administered by the Texas Department of Agriculture (TDA) and take appropriate action.

Recommendation:

This is the grant we have been working to pave West 9th Street from Mesquite to Olmo Street, West 7th Street from Palma to Fresnos Street and West 5th Street from Mesquite to Palma Street. The engineer has completed the plans, staff has reviewed and the granting agency has approved them. This will allow us to seek bids. The plans are large and available at City Hall for you to review.

I recommend approval.

Engineer Estimate of Construction Costs					
Title: City of Los Fresnos 2022-2023 CDBG Street Improvemen Owner: City of Los Fresnos Contact: Mark Millum Address: 520 East Ocean Boulevard Los Fresnos, Texas 78566 Phone:			Date of Estimate: December 5, 2024 Hanson Engineer: Richard A. Riggins, P.E. Hanson Contact: Richard A. Riggins, P.E. 410 Ed Carey Drive Ste. A1 Harlingen, Texas 78550 Phone: (956) 541-1155		
CITY OF LOS FRESNOS 2022-2023 STREET IMPROVEMENTS					
A. 9th STREET Mesquite to Palma					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CONTRACT UNIT PRICE	TOTAL COST
1	Remove existing asphalt surface	1,038	SY	\$5.00	\$5,190.00
2	Scarify base material, mix with 1% lime and additional 1" crushed limestone, rehape and	1,038	SY	\$35.00	\$36,330.00
3	Remove and replace curb and gutter	607	LF	\$32.50	\$19,727.50
4	Primecoat with MC-30	208	GAL	\$7.50	\$1,560.00
5	Intall 2" Type "D" HMAC	1,038	SY	\$24.50	\$25,431.00
6	Erosion Control	1	LS	\$750.00	\$750.00
7	Additional crushed limestone	36	TN	\$65.00	\$2,340.00
8	Repair concrete driveways	562	SF	\$10.00	\$5,620.00
9	Repair gravel driveway	57	SF	\$4.50	\$256.50
10	Repair concrete sidewalk	88	SF	\$9.50	\$836.00
11	Adjust water services	5	EA	\$250.00	\$1,250.00
12	Remove & Replace 5' Wide Concrete Valley	59	LF	\$50.00	\$2,950.00
				Subtotal:	\$102,241.00
B. 9th STREET Palma to Nogal					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CONTRACT UNIT PRICE	TOTAL COST
1	Remove existing asphalt surface	2,238	SY	\$5.00	\$11,190.00
2	Scarify base material, mix with 1% lime and	2,238	SY	\$35.00	\$78,330.00
3	Remove and replace curb and gutter	920	LF	\$32.50	\$29,900.00
4	Primecoat with MC-30	448	GAL	\$7.50	\$3,360.00
5	Intall 2" Type "D" HMAC	2,238	SY	\$24.50	\$54,831.00
6	erosion Control	1	LS	\$750.00	\$750.00
7	Additional crushed Limestone	76	TN	\$65.00	\$4,940.00
8	Repair concrete driveways	859	SF	\$10.00	\$8,590.00
9	Repair limestone driveway	37	SF	\$8.50	\$314.50
10	Repair concrete sidewalk	28	SF	\$9.50	\$266.00
11	Remove and replace ADA Type 1 ramp	0	EA	\$3,500.00	\$0.00
12	Adjust water services	1	EA	\$250.00	\$250.00
				Subtotal:	\$192,721.50
C. 9th STREET Nogal to Olmo					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CONTRACT UNIT PRICE	TOTAL COST
1	Remove existing asphalt surface	1,139	SY	\$5.00	\$5,695.00
2	Scarify base material, mix with 1% lime and	1,139	SY	\$35.00	\$39,865.00
3	Remove and replace curb and gutter	425	LF	\$32.50	\$13,812.50
4	Primecoat with MC-30	228	GAL	\$7.50	\$1,710.00
5	Intall 2" Type "D" HMAC	1,139	SY	\$24.50	\$27,905.50
6	Erosion Control	1	LS	\$750.00	\$750.00
7	Additional crushed Limestone	38	TN	\$65.00	\$2,470.00
8	Repair concrete driveway	475	SF	\$10.00	\$4,750.00
9	Repair concrete sidewalk	15	SF	\$9.50	\$142.50
10	Adjust water services	4	EA	\$250.00	\$1,000.00
				Subtotal:	\$98,100.50
D. 7th STREET Palma to Fresno					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CONTRACT UNIT PRICE	TOTAL COST
1	Remove existing asphalt surface	1,228	SY	\$5.00	\$6,140.00
2	Scarify base material, mix with 1% lime and	1,228	SY	\$35.00	\$42,980.00
3	Remove and replace curb and gutter	545	LF	\$32.50	\$17,712.50
4	Primecoat with MC-30	246	GAL	\$7.50	\$1,845.00
5	Intall 2" Type "D" HMAC	1,228	SY	\$24.50	\$30,086.00
6	Errosion Control	1	LS	\$750.00	\$750.00
7	Additional crushed limestone	40	TN	\$65.00	\$2,600.00
8	Repair concrete driveway	566	SF	\$10.00	\$5,660.00
9	Repair limestone driveway	193	SF	\$8.50	\$1,640.50
10	Repair Brick Paver Driveway	72	SF	\$15.00	\$1,080.00
11	Repair concrete sidewalk	21	SF	\$9.50	\$199.50
12	Adjust water services	1	EA	\$250.00	\$250.00
				Subtotal:	\$110,693.50
E. 5th STREET Mesquite to Palma					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CONTRACT UNIT PRICE	TOTAL COST
1	Remove existing asphalt surface	1,079	SY	\$5.00	\$5,395.00
2	Scarify base material, mix with 1% lime and	1,079	SY	\$35.00	\$37,765.00
3	Remove and replace curb and gutter	337	LF	\$32.50	\$10,952.50
4	Primecoat with MC-30	216	GAL	\$7.50	\$1,620.00
5	Intall 2" Type "D" HMAC	1,079	SY	\$24.50	\$26,435.50
6	Erosion control	1	LS	\$750.00	\$750.00
7	Additional crushed limestone	36	TN	\$65.00	\$2,340.00
8	Repair concrete driveway	309	SF	\$10.00	\$3,090.00
9	Repair gravel driveway	50	SF	\$8.50	\$425.00
10	Repair concrete sidewalk	49	SF	\$9.50	\$465.50
11	Adjust water services	1	EA	\$250.00	\$250.00
				Subtotal:	\$89,488.50
I. MISCELLANEOUS					
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	CONTRACT UNIT PRICE	TOTAL COST
1	Mobilization	1	1	\$5,000.00	\$5,000.00
2	SWPPP	1	1	\$1,500.00	\$1,500.00
3	Traffic Control	1	1	\$1,500.00	\$1,500.00
				Subtotal:	\$8,000.00
Construction Costs:					\$601,245.00
Construction Costs (10% Contingencies):					\$661,369.50

This document is released temporarily for interim review purposes only. This estimate shall not be used for construction, bidding, or permit purposes. Hanson has no control over the cost of labor, materials or equipment or over a construction contractor's method of determining prices, or over competitive bidding or market conditions, its opinions of probable project cost or construction cost for this project will be based solely upon its own experience with construction, but Hanson cannot and does not guarantee that proposals, bids or the construction cost will not vary from its opinions of probable costs.

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve change order number 3 for the 2021 Street, Sidewalk, and Sewer Improvements Project.

Recommendation:

This is the last change order for the entire project. It is basically a quantity adjustment for items in the field where we were needed to do a little more in certain areas and some a less as they weren't needed. The good thing is the overall results is a credit for \$8,833.90. A special thanks to Hanson Professional Services, Rick Riggins in the field overseeing that part and Iris Cantu in the office overseeing the invoices, changes orders and quantities. Their special attention saved funds for the city.

I recommend approval.

Change Order Approval Request Form

Owner (Contractor Locality): City of Los Fresnos	Contract For (project description): Los Fresnos 2021 Street, Sidewalk, and Sewer Improvements	Date: February 07, 2025 Engineer's Project No. 21L0159
Contractor: Pederson Construction Co. Inc. Agreement Date: Phone #: 956-233-4471	Engineer: Hanson Professional Services, Inc. Phone #: 956-541-1155	Change Order No. <u>3</u>

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No.	Description of Changes-Quantities, Units, Unit Prices, Change in Completion Scheduled, Etc.	Decrease in Contract Price	Increase in Contract Price
Base Bid – South Alamo St. (W. 9th St. to W. 5th St.)			
13	Install 5' Wide Concrete Valley Gutter, +76 LF @ \$37.00/LF		+ \$2,812.00
14	Concrete Driveway Repair, -273 SF @ \$8.50/SF	-\$2,320.50	
16	Sidewalk Repair, -225 SF @ \$7.50/SF	-\$1,687.50	
20	Install Drop Manhole Structure, -1 EA @ \$1,250.00/EA	-\$1250.00	
Base Bid – N Coma Street (E. Ocean Blvd. to E. 3rd St.)			
40	Install Concrete Driveway Repair w/ Ramp Sidewalk, -52 SF @ \$12.25/SF	-\$637.00	
41	Install 5' Wide Concrete Sidewalk, +103 SF @ \$7.75/SF		+ \$798.25
Base Bid – North Coma Street (East 3rd St. to East 2nd St.)			
43	2.0" HMAc Type "D", +500 SY @ \$20.50/SY		+\$10,250.00
44	Prime Coat (MC-30), +100 GAL @ \$5.00/GAL		+ \$500.00
47	Remove and Replace Concrete Curb & Gutter, -48 LF @ \$18.50/LF	-\$888.00	
48	Remove & Replace 5' Wide Concrete Valley Gutter, +12 LF @ \$37.00/LF		+\$444.00
49	Asphalt Pavement Repair, -63 SY @ \$42.00/SY	-\$2,646.00	
50	Remove and Replace Manhole, +1 EA @ \$9,750.00/EA		+\$9,750.00
Base Bid – East 2nd Street (N. Arroyo Blvd. to N. Pita St.)			
64	Install and Connect New 48 Inch Dia. Manhole 5-8 ft. Depth, -1 EA @ \$8,500.00/EA	-\$8,500.00	
66	Remove and Replace Manhole, -1 EA @ \$9,750.00/EA	-\$9,750.00	
67	Install 8" PVC SDR-35 Sanitary Sewer Line @ 4'-7' Depth, -257 LF @ \$55.00/LF	-\$14,135.00	
68	Install Concrete Driveway Repair, -36 SF @ \$8.50/SF	-\$306.00	
69	Install Concrete Driveway Repair w/ Ramp Sidewalk, -18 SF @ \$12.25/SF	-\$220.50	
Additive No. 5- W. 6th Street (S. Brazil St. to S. Arroyo Blvd.)			
5.7	Remove and Replace Concrete Curb & Gutter, -20 LF @ \$18.50/LF	-\$370.00	
5.9	Concrete Driveway Repair, -39 SF @ \$8.50/SF	-\$331.50	
5.10	Install concrete Driveway Repair w/ Ramp Sidewalk, -21 SF @ \$12.50	-\$262.50	
5.11	Install Concrete Apron, -50 SF @ \$7.50/SF	-\$375.00	
5.12	Install 5' Wide Concrete Sidewalk, +291 SF @ \$7.75/SF		+\$2,255.25
Additive No. 6 – E. 7th Street (S. Arroyo Blvd. to S. Pita St.)			
6.1	2" HMAc Type "D", +21.5 SY @ \$20.50/SY		+\$440.75

6.2	Prime Coat (MC-30), +4 GAL @ \$5.00/GAL		+\$20.00
6.3	Flexible Base – Crushed Limestone, 6", +21.5 SY @ \$24.00/SY		+\$516.00
6.6	Remove and Replace Concrete Curb & Gutter, +13.6 LF @ \$18.50/LF		+\$251.60
6.8	Concrete Driveway Repair, -5 SF @ \$8.50/SF	-\$42.50	
6.9	Install Concrete Driveway Repair w/ Ramp Sidewalk, -5 SF @ \$12.50/SF	-\$62.50	
6.10	Install 5' Wide Concrete Sidewalk, +341 SF @ \$7.75 SF		+\$2,642.75
6.12	Install ADA Ramp Type 10, +1 EA @ \$1,350/EA		+\$1,350.00
6.13	Remove and Replace Manhole, -1 EA @ \$9,750/EA	-\$9,750.00	
6.15	Remove and Relocate Sign, -1 EA @ \$100.00/EA	-\$100.00	
N/A	Tie-In to Existing Manhole, +1 EA @ \$4,875.00/EA		+\$4,875.00
N/A	Type F Inlet Adjustment, +1 EA @ \$7,895.00/EA		+\$7,895.00

Change in Contract Price		Change in Contract Time	
Original Contract Price:	\$ 1,981,737.25	Original Contract Time:	510 days
Previous Change Order(s) No. 1 to No. 2	+\$ 68,404.40	Net Change From Previous Change Orders	0 days
Contract Price Prior to this Change Order	\$ 2,050,141.65	Contract Time Prior to this Change Order	510 days
Net Decrease of this Change Order	-\$8,833.90	Net Increase/Decrease of this Change Order	0 days
Contract Price With all Approved Change Orders	\$ 2,041,307.75	Contract Time With all Approved Change Orders	510 days
Cumulative % Change in Contract Price:	3.05%		

RECOMMENDED:

By: Paulina Yew
ENGINEER (Authorized Signature)

Date: 02/07/25

APPROVED:

By: _____
OWNER (Authorized Signature)

Date: _____

ACCEPTED:

By: Jan Pedum
CONTRACTOR (Authorized Signature)

Date: 2/7/25

ACTION ITEM REPORT



Item Title: Consideration and ACTION to approve the Los Fresnos Police Department 2024 Racial Profiling Report.

Recommendation:

This is the annual report. Everything looks good on the report. The Police Department Staff will be present to answer any questions.

I recommend approval.

Racial Profiling Analysis Report

LOS FRESNOS POLICE DEPT.

01. Total Traffic Stops:	12657	
02. Location of Stop:		
a. City Street	10461	82.65%
b. US Highway	39	0.31%
c. County Road	631	4.99%
d. State Highway	1514	11.96%
e. Private Property or Other	12	0.09%
03. Was Race known prior to Stop:		
a. NO	12645	99.91%
b. YES	12	0.09%
04. Race or Ethnicity:		
a. Alaska/ Native American/ Indian	21	0.17%
b. Asian/ Pacific Islander	24	0.19%
c. Black	83	0.66%
d. White	9720	76.80%
e. Hispanic/ Latino	2809	22.19%
05. Gender:		
a. Female	4916	38.84%
i. Alaska/ Native American/ Indian	6	0.05%
ii. Asian/ Pacific Islander	9	0.07%
iii. Black	16	0.13%
iv. White	3766	29.75%
v. Hispanic/ Latino	1116	8.82%
b. Male	7741	61.16%
i. Alaska/ Native American/ Indian	15	0.12%
ii. Asian/ Pacific Islander	15	0.12%
iii. Black	64	0.51%
iv. White	5954	47.04%
v. Hispanic/ Latino	1693	13.38%
06. Reason for Stop:		
a. Violation of Law	55	0.43%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%

Racial Profiling Analysis Report

iii. Black	1	1.82%
iv. White	38	69.09%
v. Hispanic/ Latino	16	29.09%
b. Pre-Existing Knowledge	27	0.21%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	25	92.59%
v. Hispanic/ Latino	2	7.41%
c. Moving Traffic Violation	10938	86.42%
i. Alaska/ Native American/ Indian	20	0.18%
ii. Asian/ Pacific Islander	24	0.22%
iii. Black	79	0.72%
iv. White	8552	78.19%
v. Hispanic/ Latino	2263	20.69%
d. Vehicle Traffic Violation	1637	12.93%
i. Alaska/ Native American/ Indian	1	0.06%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	3	0.18%
iv. White	1105	67.50%
v. Hispanic/ Latino	528	32.25%
07. Was a Search Conducted:		
a. NO	12446	98.33%
i. Alaska/ Native American/ Indian	21	0.17%
ii. Asian/ Pacific Islander	24	0.19%
iii. Black	78	0.63%
iv. White	9529	76.56%
v. Hispanic/ Latino	2794	22.45%
b. YES	211	1.67%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	5	2.37%
iv. White	191	90.52%
v. Hispanic/ Latino	15	7.11%
08. Reason for Search:		
a. Consent	3	0.02%

Racial Profiling Analysis Report

i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	3	100.00%
v. Hispanic/ Latino	0	0.00%
b. Contraband in Plain View	13	0.10%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	7.69%
iv. White	10	76.92%
v. Hispanic/ Latino	2	15.38%
c. Probable Cause	126	1.00%
ii. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	4	3.17%
iv. White	115	91.27%
v. Hispanic/ Latino	7	5.56%
d. Inventory	30	0.24%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	25	83.33%
v. Hispanic/ Latino	5	16.67%
e. Incident to Arrest	39	0.31%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	38	97.44%
v. Hispanic/ Latino	11	28.21%
09. Was Contraband Discovered:		
YES	159	1.26%
i. Alaska/ Native American/ Indian	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
ii. Asian/ Pacific Islander	0	0.00%
Finding resulted in arrest - YES	0	
Finding resulted in arrest - NO	0	
iii. Black	5	3.14%

Racial Profiling Analysis Report

Finding resulted in arrest - YES	5	
Finding resulted in arrest - NO	0	
iv. White	143	89.94%
Finding resulted in arrest - YES	143	
Finding resulted in arrest - NO	48	
v. Hispanic/ Latino	11	6.92%
Finding resulted in arrest - YES	11	
Finding resulted in arrest - NO	4	
b. NO	52	0.41%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	48	92.31%
v. Hispanic/ Latino	4	7.69%
10. Description of Contraband:		
a. Drugs	106	0.84%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	4	3.77%
iv. White	95	89.62%
v. Hispanic/ Latino	7	6.60%
b. Currency	4	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	4	100.00%
v. Hispanic/ Latino	0	0.00%
c. Weapons	11	0.09%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	9.09%
iv. White	6	54.55%
v. Hispanic/ Latino	4	36.36%
d. Alcohol	55	0.43%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	52	94.55%

Racial Profiling Analysis Report

v. Hispanic/ Latino	3	5.45%
e. Stolen Property	4	0.03%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	4	100.00%
v. Hispanic/ Latino	0	0.00%
f. Other	27	0.21%
i. Alaska/ Native American/ Indian	0	0.00%
i. Asian/ Pacific Islander	0	0.00%
iii. Black	1	3.70%
iv. White	26	96.30%
v. Hispanic/ Latino	0	0.00%
11. Result of Stop:		
a. Verbal Warning	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
b. Written Warning	4203	33.21%
i. Alaska/ Native American/ Indian	10	0.24%
ii. Asian/ Pacific Islander	2	0.05%
iii. Black	33	0.79%
iv. White	2984	71.00%
v. Hispanic/ Latino	1174	27.93%
c. Citation	8288	65.48%
i. Alaska/ Native American/ Indian	11	0.13%
ii. Asian/ Pacific Islander	22	0.27%
iii. Black	48	0.58%
iv. White	6601	79.65%
v. Hispanic/ Latino	1606	19.38%
d. Written Warning and Arrest	35	0.28%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	2.86%
iv. White	28	80.00%
v. Hispanic/ Latino	6	17.14%

Racial Profiling Analysis Report

e. Citation and Arrest	131	1.04%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	1	0.76%
iv. White	107	81.68%
v. Hispanic/ Latino	23	17.56%
f. Arrest	0	0.00%
i. Alaska/ Native American/ Indian	0	
ii. Asian/ Pacific Islander	0	
iii. Black	0	
iv. White	0	
v. Hispanic/ Latino	0	
12. Arrest Based On:		
a. Violation of Penal Code	92	0.73%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	2	2.17%
iv. White	79	85.87%
v. Hispanic/ Latino	11	11.96%
b. Violation of Traffic Law	12	0.09%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	7	58.33%
v. Hispanic/ Latino	5	41.67%
c. Violation of City Ordinance	1	0.01%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	0	0.00%
v. Hispanic/ Latino	1	100.00%
d. Outstanding Warrant	61	0.48%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	49	80.33%
v. Hispanic/ Latino	12	19.67%

Racial Profiling Analysis Report

13. Was Physical Force Used:

a. NO	12651	99.95%
i. Alaska/ Native American/ Indian	21	0.17%
ii. Asian/ Pacific Islander	24	0.19%
iii. Black	83	0.66%
iv. White	9716	76.80%
v. Hispanic/ Latino	2807	22.19%
b. YES	6	0.05%
i. Alaska/ Native American/ Indian	0	0.00%
ii. Asian/ Pacific Islander	0	0.00%
iii. Black	0	0.00%
iv. White	1	16.67%
v. Hispanic/ Latino	1	16.67%
b 1. YES: Physical Force Resulting in Bodily Injury to Suspect	1	16.67%
b 2. YES: Physical Force Resulting in Bodily Injury to Officer	1	16.67%
b 3. YES: Physical Force Resulting in Bodily Injury to Both	2	33.33%

14. Total Number of Racial Profiling Complaints Received: 1

REPORT DATE COMPILED 01/15/2025

ACTION ITEM REPORT



Item Title: Consideration and ACTION to appoint a member to the Planning and Zoning Commission.

Recommendation:

Place 3: Larry Stambaugh resigned in December 2024 due to conflicts in making the meetings. The position needs to be filled with the term ending 9/10/2027.

We have received 1 application, Juan Sierra. He has served on the board prior. He did miss some meetings initially due to conflicts with another board he was on but now is no longer on the other board and does not have any conflicts that would prevent him from serving and regularly attending meetings.

Citizen application for appointment to a City of Los Fresnos Board Seat

Please return to: City Secretary, 520 E Ocean Blvd., Los Fresnos, TX 78566

ALL INFORMATION ON THIS FORM IS PUBLIC RECORD

PLEASE TYPE OR PRINT CLEARLY

NAME _____
(Last) (First) (MI)

HOME ADDRESS _____

MAILING ADDRESS _____

CITY _____ **ZIP** _____

HOME PHONE NUMBER: _____ **CELL NUMBER:** _____

E-MAIL ADDRESS: _____

EMPLOYER _____

OCCUPATION _____

BUSINESS ADDRESS _____

BUSINESS PHONE # _____

COMMITTEES OF INTEREST TO YOU
(List no more than 3 committees - please be specific)

1. _____
2. _____
3. _____

What education or special training do you have which you feel particularly fits you for the appointment to this position? (attach a resume or bio if relevant)

What work experience or other experience do you have which will be beneficial in carrying out the responsibilities of this position?

Why are you interested in serving on this Committee? _____

Other Volunteer Commitments? _____

SIGNATURE OF APPLICANT

DATE

ACTION ITEM REPORT



Item Title: Discussion and review of annexation, disannexation and extraterritorial jurisdiction (ETJ) procedures in the state of Texas.

Recommendation:

I was asked to bring information for the Council to better understand all about annexation. We will be receiving a request next month from a property owner in our ETJ, requesting to be disannexed from the City's ETJ. Due to that coming up we will spend this time reviewing the procedures for disannexation and reviewing ETJ and what that means.

We will look at annexation procedures at a future meeting since it will take quite a bit of time.

There is no action to be taken.



Municipal Annexation in Texas

SEPTEMBER 2024 EDITION

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Acknowledgments

The Texas Municipal League’s annexation manual has served as a crucial resource for city officials and staff across Texas for over two decades. This latest edition represents a comprehensive update to ensure that the Manual continues to provide accurate, relevant, and practical guidance in the ever-evolving landscape of municipal governance.

I would like to extend my deepest gratitude to Scott Houston, former Deputy Executive Director and General Counsel of the Texas Municipal League, who authored and edited the previous versions of this guide from its inception in 2000 until recently. Scott’s dedication and expertise have shaped this manual into the invaluable tool it is today, and his contributions to the League and to Texas municipalities are immeasurable.

As the current author and editor, it has been both a privilege and a responsibility to build upon Scott’s work. This edition reflects significant changes in annexation law and practice, and I hope it will continue to serve as a trusted resource for city leaders across Texas.

TABLE OF CONTENTS

1.0 INTRODUCTION TO MUNICIPAL JURISDICTION	1
2.0 ANNEXATION INTO THE MUNICIPAL BOUNDARIES	4
2.1 Prerequisites Common to All Annexations	4
2.2 Annexation Procedures	7
2.2.1 Consent Annexations	7
2.2.2 Consent Exempt Annexations	19
2.2.3 Annexation by ETJ Development Agreement	31
2.3 Post-Annexation Requirements	33
3.0 DISANNEXATION FROM THE MUNICIPAL BOUNDARIES.....	35
3.1 Methods of Disannexation.....	35
3.2 Additional Disannexation Considerations.....	37
4.0 EXPANSION AND REDUCTION OF THE ETJ	38
4.1 No Automatic ETJ Expansion	38
4.2 ETJ Expansion by Landowner Request	38
4.3 ETJ Reduction by City Action	39
4.4 ETJ Reduction by Landowner Action	39
4.4.1 Reduction by Petition.....	40
4.4.2 Reduction by Election	41
4.5 Post ETJ Disannexation Requirements	43
5.0 OTHER MATTERS AFFECTING ANNEXATION.....	44
5.1 Validation of City Action	44
5.2 Challenges to Annexations.....	44
5.3 City’s Motives for Annexation are Irrelevant.....	46
5.4 Area Receiving Longstanding Treatment as Part of a City	46
5.5 Continuation of Prior Uses	47
5.6 Special Districts and Water Supply Corporations	47
5.7 Annexing Area in Emergency Services Districts	48

1.0 INTRODUCTION TO MUNICIPAL JURISDICTION

A Note on Conventions Used in this Manual:

The reader will find that this manual is organized in an outline format rather than in chapters or as a straight Q&A or FAQ. This is a deliberate choice, as an outline allows for more particular cross-referencing within the manual, saving the author time in re-writing common procedures and saving the reader time when searching for a reference.

For clarity, within this publication, the area within the municipal boundaries will be referred to as “the municipal area,” while the area within the extraterritorial jurisdiction will be referred to as “the ETJ.” When the term “city limit(s)” is used, it refers to the boundary line delineating the border between the municipal area and the area outside the municipal area. The area being annexed or proposed to be annexed will be called the “annexation area.”

Onward!

What does “jurisdiction” mean?

Jurisdiction means the government’s general power to exercise authority of all persons and things within its territory.¹ When we talk about a city’s jurisdiction in this publication, we are referring to the *geographical area* in which the city exercises regulatory authority. Two distinct geographical areas exist that affect the scope of a city’s jurisdiction, and they are the areas: (1) within a city’s municipal boundaries (a/k/a the city limits); and (2) within the city’s extraterritorial jurisdiction or ETJ. The area within the city limits may expand or contract; likewise, the area within the ETJ may expand or contract.

What is the initial size of a city’s overall jurisdiction?

If a new city were to incorporate today as a general-law city, the size of its initial jurisdiction would depend on the population of the city.

The municipal area would be limited as follows:²

Community Size (Inhabitants)	Municipal Area Maximum at Incorporation
Fewer than 2,000	2 square miles
2,001 – 4,999	4 square miles
5,001 - 9,999	9 square miles
10,000 or more	No statutory limitation

Table 1: Size Limitations at Incorporation

¹ JURISDICTION, Black's Law Dictionary (12th ed. 2024)

² Tex. Loc. Gov’t Code § 5.901.

The area of the ETJ would be the unincorporated area that is contiguous to the city and located within a certain distance from the city limits.³ The distances are based on city population as shown in Table 2, below:

Community Size (Inhabitants)	ETJ is the Area With the Following Distance of the City Limits:
Fewer than 5,000	½ mile
5,000 – 24,999	1 Mile
25,000 – 49,999	2 Miles
50,000 – 99,999	3 ½ Miles
100,000 or more	5 Miles

Table 2: Size of ETJ Based on Population

Based on these tables, a newly incorporated city with 2,500 inhabitants would have a total jurisdictional area limited to 4 square miles in municipal area with a 1/2 -mile ETJ extending out from the city limits. For the 1,200+ cities that already exist in Texas, the limitations from Table 1. have little on-going relevance, since they limit municipal area only at the time of incorporation. However, as a city grows in population and passes the thresholds in Table 2, the ETJ automatically expands out from the city limits.

Is there a maximum size that a city’s municipal area or ETJ may be?

There is no strict limit to the overall size of the municipal area or the ETJ. The tables above reflect: (1) limitations on the size of the municipal area at the time of incorporation only; and (2) the extent of population-based expansions of the ETJ. Through the processes of “annexation,” a city’s municipal area and/or ETJ may expand well beyond these initial and automatic sizes. A city’s jurisdiction may also contract through the process of “disannexation.” Further, a city’s ETJ may expand or contract in accordance with factors discussed in Section 4.0, below.

What is “annexation?”

“Annexation” is the “formal act by which a country, state, or municipality incorporates land within its dominion.”⁴ In simpler terms, annexation is the process by which a Texas city can expand the amount of area within the city’s jurisdiction. Territory may be annexed into the municipal area or into the ETJ. Annexation of territory into the municipal area will be discussed in Section 2.0, below, and annexation of territory into the ETJ will be detailed in Section 4.0.

In this publication, “annexation” generally refers to “full-purpose” annexation, meaning the annexed area becomes part of the city, subject to its full range of services, regulations, and taxation. In certain situations, areas may also be annexed for “limited purposes,” where the

³ Tex. Loc. Gov’t Code § 42.021(a).
⁴ ANNEXATION, Black’s Law Dictionary (12th ed. 2024).

annexed area is subject to specific regulations, such as zoning, health, safety, and environmental rules, without receiving full municipal services or being subject to city property taxes. Home rule cities with populations over 225,000 can annex areas to apply planning, zoning, health, and safety ordinances.⁵ Other cities may annex areas of certain special districts that are subject to strategic partnership agreements for limited purposes. This process is explained further in Section 2.2.2, below.

What is “disannexation?”

“Disannexation” is essentially the reverse action of annexation and is the release of territory from a city’s jurisdiction. As with annexation, territory may be disannexed from a city’s municipal area or ETJ. The process of disannexation of area from the municipal boundaries will be discussed in Section 3.0, below, and removal of territory from the ETJ will be detailed in Sections 4.3 and 4.4, below.

⁵ Tex. Loc. Gov’t Code § 43.121; See *City of Austin v. City of Cedar Park*, 953 S.W.2d 424, 432 (Tex. App.—Austin 1997, no writ) (stating that limited-purpose annexation allows a home-rule city with a population of more than 225,000 persons to annex an area for the limited purposes of applying its planning, zoning, health, and safety ordinances). Because this process is limited to roughly the largest 15 cities in the state, it is not fully briefed herein.

2.0 ANNEXATION INTO THE MUNICIPAL BOUNDARIES

This section details the procedures a city must follow in order to annex a tract of land into the municipal area. While there are several methods to annex property into the municipal area, far and away the most common method is annexation based on the request of the landowner, detailed below.

2.1 Prerequisites Common to All Annexations

Annexation Area must be within the City's ETJ

A city may only annex area located in the city's ETJ unless the city owns the area.⁶ This applies to all annexations, whether they are "consent," "consent-exempt," or annexations based on a development agreement. Note that since 1999, annexation of city-owned property does not expand the city's ETJ if the property is: (1) located outside of the city's ETJ; and (2) not contiguous to other city property.⁷

Development Agreement must be offered for certain types of property

Before a property that is appraised as agricultural, wildlife management, or timber management may be annexed, the city must offer the landowner a development agreement (DA) that would: (1) guarantee the continuation of the extraterritorial status of the area; and (2) authorize the enforcement of all regulations and planning authority of the city that do not interfere with the use of the area for agriculture, wildlife management, or timber.⁸

When offering the DA, the city must provide the landowner with certain written disclosures including: (1) a statement that the landowner is not required to enter into the DA; (2) the legal authority under which the city may annex the land, with references to relevant law; (3) a plain-language description of the applicable annexation procedures; (4) whether these procedures require the landowner's consent; and (5) a statement regarding the city's waiver of immunity to suit.⁹ Failure to make these disclosures voids the DA.¹⁰ The offered DA must be rejected by the landowner in order for the annexation to move forward, because agreement to the DA guarantees the continuation of the area's ETJ status.

Must a city offer a DA even if the landowner voluntarily seeks annexation?

Yes. The requirement to offer a DA and make the required disclosures depends on the tax appraisal status of the property not the method of annexation, so even when

⁶ *Id.* § 43.014 (2023).

⁷ *Id.* § 43.0225; Op. Tex. Att'y Gen. No. GA-0014 (2003)

⁸ *Id.* § 43.016.

⁹ *Id.* § 43.005(a).

¹⁰ *Id.* § 43.005(b).

a landowner requests annexation, the city must offer a conforming development agreement and make the required disclosures.

For Home Rule Cities, the Annexation Area must be Adjacent to the City¹¹

What does “adjacent” mean?

In the context of municipal annexation, “adjacent” typically means neighboring or close by, but not necessarily contiguous or directly touching.¹² Cities sometimes dispute whether another city is more or less adjacent to a particular parcel, and courts determine adjacency as a matter of law based on the specific facts and legislative context of each case.¹³ The Texas Supreme Court has held that territory within the exclusive extraterritorial jurisdiction of one city cannot be considered adjacent to another city as a matter of law.¹⁴

What does “contiguous” mean?

An area is “contiguous” to the city when the annexation area directly touches or shares a boundary line with the municipal area.¹⁵

Must an annexation area be contiguous to the city?

Generally not. While contiguity between the annexation area and the city may have an effect on annexations in certain circumstances, none of the consent annexation procedures discussed below require the annexation area to be contiguous the city. This may come as a surprise to many, because prior to legislative changes to annexation law in 2019,¹⁶ contiguity between the annexation area and the annexing city was a statutory requirement for most annexations.¹⁷ Note that home rule city charters may contain contiguity requirements, which would have to be followed.¹⁸

How can a development agreement create adjacency to a proposed annexation area?

For purposes of state law, city charter or ordinance requirements requiring an annexation area to be adjacent to the city, an area adjacent or contiguous to an area that is the subject of a certain development agreement is considered adjacent or contiguous to the city.¹⁹ In other words, a city is not prohibited from annexing land beyond the area that is the subject of the agreement solely because that land is not

¹¹ *Id.* § 43.003(2).

¹² *City of Waco v. City of McGregor*, 523 S.W.2d 649, 653 (Tex. 1975).

¹³ *Id.*; See *City of Irving v. Dallas Cnty. Flood Control Dist.*, 383 S.W.2d 571, 576 (Tex. 1964).

¹⁴ *Waco*, 523 S.W.2d at 653.

¹⁵ *Id.*; CONTIGUOUS, Black’s Law Dictionary (12th ed. 2024).

¹⁶ Tex. S.B. 347, 86th Leg., R.S. (2019).

¹⁷ See Tex. Local Gov’t Code §§ 43.023, .024, .025, .028, .029, .0751(r), .0754, .101 (2017); **Justia**. “Texas Local Government Code Chapter 43 (2017) - Municipal Annexation.”

<https://law.justia.com/codes/texas/2017/local-government-code/title-2/subtitle-c/chapter-43/>. Accessed Aug. 2, 2024.

¹⁸ Tex. Loc. Gov’t Code § 43.003(a).

¹⁹ *Id.* § 43.016(c).

contiguous to the city limits, so long as the area touches the area that is subject to the development agreement.

Is there an adjacency requirement for general-law cities?

No. While home rule cities are subject to the statutory requirement for adjacency between the annexation area and the city, there is no corresponding requirement for general-law cities in state law.

Annexation Area Must be a Certain Minimum Size

With certain important exceptions, a city cannot annex an area which is smaller than 1,000 feet at its narrowest point.²⁰ The biggest exception to this rule is that it does not apply to a proposed annexation that is requested in writing by the landowners or by a majority of voters in the annexation area.²¹ Additionally, this width requirement does not apply if the city is contiguous to the annexation area on at least two sides, or if another jurisdiction is contiguous to the annexation area.²²

²⁰ *Id.* § 43.054.

²¹ *Id.* § 43.054(b)(2).

²² *Id.* § 43.054(b)(1), (3).

2.2 Annexation Procedures

2.2.1 Consent Annexations

2.2.1.1 Annexation on Request of the Owners

May a city annex an area if all the landowners in the area request annexation?

Yes. A city may annex an area if each owner of land in the annexation area requests the annexation.²³ As detailed below, before the city may adopt the ordinance annexing the area, the city must: (1) negotiate and enter a certain written service agreement with the owner(s); (2) give notice to certain public entities and public-school districts; and (3) provide notice of and conduct a public hearing. This process is relatively simple and is the most commonly used method to annex areas into a city.

What must the written service agreement contain?

The governing body of a city that elects to annex an area upon the request of a landowner must first negotiate and enter into a written agreement with the owner(s) of land in the annexation area for the provision of city services in the area. The agreement must list the services the city will provide to the annexation area on the annexation date and include a schedule for providing any additional services not available on that date.²⁴ The city is not required to provide a service that is not included in the agreement.²⁵

How many public hearings are required?

One public hearing is required.²⁶

What are the notice requirements for the public hearing?

In addition to any meeting notice requirements found in other state law,²⁷ ordinance, or charter provision, the city must: (1) post notice of the public hearing on its website if it has one; and (2) publish notice of the hearing in a newspaper of general circulation in the city and the annexation area.²⁸ The notice in the newspaper must be published one time between 10 and 20 days before the date of the hearing.²⁹ Likewise, the notice for the hearing must be posted on the city's website between 10 and 20 days before the hearing; however, it must stay posted until the hearing date.³⁰

Must the city notify public entities of the proposed annexation?

Yes. A city that proposes to annex an area must give written notice of the proposed

²³ *Id.* § 43.0671

²⁴ *Id.* § 43.0672(b)

²⁵ *Id.* § 43.0672(c)

²⁶ *Id.* § 43.0673(a)

²⁷ See Tex. Gov't Code ch. 551.

²⁸ *Id.* § 43.0673(d)

²⁹ *Id.* § 43.0673(d)(1)

³⁰ *Id.* § 43.0673(d)(2)

annexation to certain public entities located in or providing services to the annexation area.³¹ This notice must be provided within the required period for providing notice of the hearing and must contain a description of the annexation area, any resulting financial impact on the public entity, and any proposal the city has to abate or minimize the financial impact on the entity.³² The public entities that must be notified specifically include: (1) counties; (2) fire protection service providers, including volunteer fire departments; (3) emergency medical services providers, including volunteer EMS providers; and (4) certain specific special districts, including municipal utility districts and water control and improvement districts.³³ The annexation may not proceed if required notice is not given.³⁴

Must the city notify a school district of a proposed annexation?

Yes. A city that proposes to annex an area must give written notice of the proposed annexation to each public school district located in the annexation area.³⁵ This notice must be provided within the required period for providing notice of the hearing and must contain a description of the annexation area, any resulting financial impact on the school district, and any proposal the city has to abate or minimize the financial impact on the district.³⁶ The annexation may not proceed if required notice is not given.³⁷

Must the city take certain actions at the hearing?

In addition to conducting a hearing, the city must provide interested parties an opportunity to be heard at the hearing.³⁸ During the hearing, the city may adopt the adopt an ordinance annexing the area.³⁹

If the city wishes to annex the area, must it adopt the ordinance during the hearing?

No, the ordinance can be adopted after the hearing, but the city may adopt the ordinance during the hearing.⁴⁰

³¹ *Id.* § 43.9051(b)
³² *Id.* § 43.9051(b)(1), (d).
³³ *Id.* § 43.9051(a), .062(b)(2)(B)
³⁴ *Id.* § 43.9051(e)
³⁵ *Id.* § 43.905(a)
³⁶ *Id.* § 43.905(a)(1), (b).
³⁷ *Id.* § 43.905(c)
³⁸ *Id.* § 43.0673(c)(1)
³⁹ *Id.* § 43.0673(c)(2)
⁴⁰ *Id.*

2.2.1.2 Annexation of an Area with a Population of Less than 200 by Petition

May a city annex an area with a population under 200, where some landowners do not wish to be annexed?

Possibly. A city may annex an area with a population of less than 200 by obtaining consent of a majority of the registered voters and landowners through a petition process. The city may annex the area if: (1) more than 50% of the registered voters in the area sign a petition consenting to the annexation; and (2) if these voters do not own over 50% of the land in the area, more than 50% of the landowners in the area must sign the petition.⁴¹

As detailed below, before the city may adopt the ordinance annexing the area, the city must: (1) adopt a resolution making certain findings and containing certain information; (2) provide notice: (i) to certain public entities and public-school districts; and (ii) of a public hearing; (3) conduct a public hearing; (4) create and circulate a petition for signatures for a certain period of time; (5) process the final petition; and (6) if the petition contains the requisite signatures, conduct two public hearings before adopting an ordinance annexing the area. Note that three public hearings are required before the area can be annexed using these procedures.

Please note that annexations following these procedures are rare. As such, the following information has not been frequently tested in the real world.

What are the background steps in this process?

The city should verify that the area has a population under 200 and determine whether more than 50% of the registered voters own over 50% of the land within the annexation area, as this will affect who will be required to sign the petition. Additionally, the city must review the prerequisites common to all annexations detailed in Section 2.1, above, including determining whether a development agreement needs to be offered to any landowners in the annexation area. After the city is satisfied that all background requirements have been met, it may continue with the process below:

1. City Council Adopts Resolution:

Are there requirements for the resolution?

Yes. The resolution must contain:

1. Statement of Intent
 - A clear statement indicating the city's intent to annex the area;
2. Description and Map
 - A detailed description of the annexation area, and
 - A map showing the boundaries of the area.
3. Services to be Provided
 - A description of each service the city will provide in the area on or

⁴¹ *Id.* § 43.0681

after the effective date of the annexation, including, as applicable:

- Police protection
 - Fire protection
 - Emergency Medical Services
 - Solid waste collection
 - Operation and maintenance of water and wastewater facilities
 - Operation and maintenance of roads and streets (including street lighting)
 - Operation and maintenance of parks, playgrounds, and swimming pools
 - Operation and maintenance of any other publicly owned facility, building, or service;
4. List of Initial Services
- A list of each service the city will provide on the effective date of the annexation
5. Service Provision Schedule
- A schedule that includes the period within which the city will provide each service that is not provided on the effective date of the annexation.⁴²

2. Notice of Proposed Annexation and Public Hearing

Must the city specifically provide notice of the proposed annexation to residents and landowners in the annexation area?

Yes. The city must mail the notice to each resident and property owner in the proposed annexation area within seven days after adopting the resolution.⁴³ The notice must include: (1) the date, time, and location of the public hearing; (2) an explanation of the 180-day petition period; and (3) a description, list, and schedule of services to be provided by the city in the area on or after annexation.⁴⁴

Must the city provide notice of the proposed annexation to public school districts and other public entities?

Yes. The city must provide notice of the proposed annexation to public school districts and other public entities in the same manner detailed in Section 2.2.1.1 above.

When must the initial public hearing be held?

The public hearing must be conducted not earlier than the 21st day and not later than

⁴² *Id.* § 43.0682

⁴³ *Id.* § 43.0683

⁴⁴ *Id.*

the 30th day after the city adopts the resolution to annex the area.⁴⁵

3. **The Petition:**

What must the petition contain?

The petition must include a map and description of the annexation area⁴⁶ and clearly state that a person signing the petition is consenting to the proposed annexation.⁴⁷

Who may sign the petition?

The petition must be signed by registered voters of the area proposed to be annexed.⁴⁸ However, if registered voters do not own more than 50% of the land in the area, the petition may also be signed by landowners who are not registered voters,⁴⁹ and the petition must clearly indicate whether each signer is a registered voter, a landowner, or both.⁵⁰

What must be included for a petition signature to be valid?

The signatures must be written in the signatory's own handwriting;⁵¹ however, the city may provide for a landowner in the area who is not a resident to sign the petition electronically.⁵² Each petition signature must be accompanied by: (1) the signer's printed name; (2) the signer's: (i) date of birth; or (ii) voter registration number and, if the territory from which signatures must be obtained is situated in more than one county, the county of registration; (3) the signer's residence address; and (4) the date of signing.⁵³

May a signatory later withdraw their signature?

Yes. A signatory may withdraw their signature by deleting it from the petition or filing an affidavit with the city.⁵⁴ To be effective, the signature must be withdrawn before the petition is filed with the city.⁵⁵

When may residents and landowners in the annexation area sign the petition?

The city may collect signatures only between the 31st day and the 180th day after the resolution adoption date.⁵⁶

⁴⁵ *Id.* § 43.0684

⁴⁶ *Id.* § 43.0685(d)

⁴⁷ *Id.* § 43.0685(c)

⁴⁸ *Id.* § 43.0685(a)

⁴⁹ *Id.* § 43.0685(a-1)

⁵⁰ *Id.* § 43.0685(a-2)

⁵¹ *Id.* § 43.0685(e); Tex. Elec. Code § 277.002(b)

⁵² Tex. Loc. Gov't Code § 43.0685(a-1)

⁵³ Tex. Elec. Code § 277.002

⁵⁴ *Id.* § 277.0022

⁵⁵ *Id.*

⁵⁶ Tex. Loc. Gov't Code § 43.0685(b)

4. **Petition Verification and Results:**

What happens after the 180-day petition period ends?

At the end of the petition period, the city secretary or other person responsible for verifying signatures shall verify the petition, and the city must inform the residents and property owners in the proposed annexation area of the petition results.⁵⁷

What happens if the city obtains sufficient signatures?

If the city obtains the number of signatures on the petition required to annex the area, the city may annex the area after: (1) notifying the residents and property owners of the area proposed to be annexed of the results of the petition;⁵⁸ (2) holding a public hearing at which members of the public are given an opportunity to be heard;⁵⁹ and (3) holding a final public hearing not earlier than the 10th day after the date of the first public hearing.⁶⁰ The city may adopt the ordinance annexing the area at the final hearing.⁶¹

What happens if the city does not obtain sufficient signatures?

If the city does not obtain the number of signatures on the petition required to annex the area, the city may not annex the area.⁶² The only further action required by the city is to notify the residents and property owners in the proposed annexation area of the petition results, and the annexation process ends.⁶³ There are no statutory guidelines regarding what form this notice must take. Note that the city may not adopt another resolution to again propose annexing the area until the first anniversary of the date the petition period ended.⁶⁴

Can the annexation be challenged or protested?

Yes. If a petition protesting the annexation is received by the city secretary before the date the petition period above ends, the city may not complete the annexation of the area without approval of a majority of the voters of the city voting at an election.⁶⁵ This protest petition must be signed by a number of registered voters of the city equal to at least 50% of the number of voters who voted in the most recent city election.⁶⁶

May a city take retaliatory action against an area that disapproves a proposed annexation?

No. The city may not retaliate against residents in an area by reducing or

⁵⁷ *Id.* § 43.0686(a)

⁵⁸ *Id.* § 43.0686(a)

⁵⁹ *Id.* § 43.0686(c)(2)

⁶⁰ *Id.* § 43.0686(c)(3)

⁶¹ *Id.*

⁶² *Id.* § 43.0686(b)

⁶³ *Id.* § 43.0686(a)

⁶⁴ *Id.* § 43.0686(b)

⁶⁵ *Id.* § 43.0687

⁶⁶ *Id.*

discontinuing existing governmental services, including water or wastewater services, even if the annexation is not approved.⁶⁷ Additionally, the city cannot initiate rate proceedings to increase charges solely because the annexation was disapproved.⁶⁸ Likewise, cities that sell water wholesale to special districts cannot charge higher rates than are charged to other similarly situated areas just because the district is in an area that rejected an annexation.⁶⁹

⁶⁷ *Id.* § 43.0688(a)

⁶⁸ *Id.* § 43.0688(b)

⁶⁹ *Id.* § 43.0688(c)

2.2.1.3 Annexation of an Area with Population of 200 or More by Election

May a city annex an area with a population of 200 or more, where some landowners do not wish to be annexed?

Possibly. A city may annex an area with a population of 200 or more by obtaining consent through an election or, under certain conditions, a petition.⁷⁰ The city must hold an election in the proposed annexation area, and a majority of the qualified voters must approve the annexation.⁷¹ If the registered voters do not own more than 50 percent of the land in the area, the city must also obtain consent through a petition signed by more than 50 percent of the landowners.⁷²

As detailed below, before the city may adopt the ordinance annexing the area, the city must: (1) adopt a resolution making certain findings and containing certain information; (2) provide notice: (i) to certain public entities and public-school districts; and (ii) of a public hearing; (3) conduct a public hearing; (4) create and circulate a petition for signatures for a certain period of time; (5) process the final petition; and (6) if the petition contains the requisite signatures, conduct two public hearings before adopting an ordinance annexing the area. Note that three public hearings are required before the area can be annexed using these procedures.

Please note that annexations following these procedures are rare. As such, the following information has not been frequently tested in the real world.

What are the background steps in this process?

The city should verify that the area has a population of 200 or more and determine whether the registered voters of the annexation area own over 50 percent of the land within the area, as this will affect whether a petition is required.⁷³ Additionally, the city must review the prerequisites common to all annexations detailed in Section 2.1, above, including determining whether a development agreement needs to be offered to any landowners in the annexation area. After the city is satisfied that all background requirements have been met, it may continue with the process below:

1. City Council Adopts Resolution:

Are there requirements for the resolution?

Yes.⁷⁴ The requirements for the resolution are identical to the requirements from Section 2.2.1.2, above.

⁷⁰ *Id.* § 43.0691

⁷¹ *Id.* § 43.0691(1)

⁷² *Id.* § 43.0691(2)

⁷³ *Id.* § 43.0691

⁷⁴ *Id.* § 43.0692

2. Notice of Proposed Annexation and Two Public Hearings

Must the city specifically provide notice of the proposed annexation to residents and landowners in the annexation area?

Yes. The city must mail the notice to each resident and property owner in the proposed annexation area within seven days after adopting the resolution.⁷⁵ The notice must: (1) include the date, time and location of the two required public hearings; (2) provide notice that an election on the question of annexing the area will be held; and (3) a description, list, and schedule of services to be provided by the city in the area on or after annexation.⁷⁶

Must the city provide notice of the proposed annexation to public school districts and other public entities?

Yes. The city must provide notice of the proposed annexation to public school districts and other public entities in the same manner detailed in Section 2.2.1.1 above.

How many public hearings are required before the election?

Two.⁷⁷ The city council must conduct an initial public hearing not earlier than the 21st day and not later than the 30th day after the date the city council adopts the resolution to annex the area. The city council must conduct at least one additional public hearing not earlier than the 31st day and not later than the 90th day after the date the governing body adopts the resolution.⁷⁸

⁷⁵ *Id.* § 43.0693

⁷⁶ *Id.*

⁷⁷ *Id.* § 43.0694

⁷⁸ *Id.*

3. Possible Petitions:

3a. Property Owner Petition:

When might a petition signed by landowners in the annexation area be required?

If the registered voters in the proposed annexation area do not own more than 50 percent of the land, the city must also obtain consent from a majority of the property owners.⁷⁹ This consent must come through a petition signed by more than 50 percent of the landowners in the area.⁸⁰ The city must follow the petition process outlined in Section 2.2.1.2, above, which includes specific requirements for the petition's timing, content and verification.⁸¹ Following the election, the city must inform the residents and property owners in the proposed annexation area of the petition results.⁸²

What happens if the city does not obtain sufficient signatures?

If the city does not obtain the number of signatures on the petition required to annex the area, the city may not annex the area, and the annexation process ends.⁸³ There are no statutory guidelines regarding what form this notice must take. Note that the city may not adopt another resolution to again propose annexing the area until the first anniversary of the date the initial resolution was adopted.⁸⁴

3b. Protest Petition:

Can an annexation by election be protested?

Yes. If a petition protesting the proposed annexation is signed by a number of registered voters of the city equal to at least 50% of the number of voters who voted in the most recent city election and is received by the city secretary before the date the election is held, the city may not complete the annexation of the area without approval of a majority of the voters of the city voting at an election called and held for that purpose.⁸⁵

4. Election:

When must the city hold the annexation election?

The city must hold the annexation election on the first uniform election date that falls

⁷⁹ *Id.* § 43.0695(a)

⁸⁰ *Id.*

⁸¹ *Id.* § 43.0695(b)

⁸² *Id.* § 43.0697(a)

⁸³ *Id.* § 43.0697(b)

⁸⁴ *Id.*

⁸⁵ *Id.* § 43.0698

on or after the 90th day following the adoption of the resolution to annex the area.⁸⁶ However, if the consent of the property owners is required because the registered voters do not own more than 50 percent of the land, the election must be held on the first uniform election date that falls on or after the 78th day following the end of the petition period to obtain that consent.⁸⁷ The election must be conducted in the same manner as general municipal elections, with the city covering the costs.⁸⁸

Who votes in the election?

Only the qualified voters in the annexation area may vote on the question of the annexation, and a majority of the votes received at the election approves the annexation.⁸⁹

How often may a city hold annexation elections?

If an election on annexation is held, the city cannot hold another annexation election before the corresponding uniform election date of the following year.⁹⁰

What must a city do following the election?

Regardless of whether the annexation election passes or fails, following the election, the city must notify the residents of the area proposed to be annexed of the results of the election and the landowner petition, if it was required.⁹¹

If the annexation is not approved:

If a majority of qualified voters do not approve the proposed annexation, or if the city is required to petition owners of land in the annexation area and does not obtain the required number of signatures, the city may not annex the area and may not adopt another resolution to annex the area until the first anniversary of the date of the adoption of the initial resolution.⁹²

If the annexation is approved:

If a majority of qualified voters approve the proposed annexation, and if the city obtains the required number of signatures on a petition of landowners, if required, the city may adopt an ordinance annexing the area following two public hearings.⁹³ While there is no statutory timeline related to the timing of the first of these two hearings, the final public hearing not earlier than the 10th day after the date of the first of these public hearings.⁹⁴ The city may adopt the

⁸⁶ *Id.* § 43.0696(a)(1)

⁸⁷ *Id.* § 43.0696(a)(2)

⁸⁸ *Id.* § 43.0696(b)

⁸⁹ *Id.* § 43.0691(1)

⁹⁰ *Id.* § 43.0696(c)

⁹¹ *Id.* § 43.0697(a)

⁹² *Id.* § 43.0697(b)

⁹³ *Id.* § 43.0697(c)

⁹⁴ *Id.*

ordinance annexing the area at the final hearing.⁹⁵

Note that if the city timely received a sufficient protest petition as detailed above, the city may not complete the annexation of the area without approval of a majority of the voters of the city voting at an election called and held for that purpose.⁹⁶

May a city retaliate against an area following an annexation election?

No, a city may not retaliate against an area that disapproves of its proposed annexation. Specifically, a city must continue to provide governmental services, such as water or wastewater services, that the city was legally required to provide prior to the election, regardless of the annexation disapproval. The city cannot initiate rate increases or charge higher rates for water services solely because an area or district disapproved of the annexation.⁹⁷

⁹⁵ *Id.*

⁹⁶ *Id.* § 43.0698

⁹⁷ *Id.* § 43.0699

2.2.2 Consent Exempt Annexations

In addition to the consent annexation procedures discussed above, state law contains provisions detailing the procedures required to annex the following eight specific types of areas which do not require the consent of the area residents:

- Enclaves
- Industrial Districts
- Areas owned by Type-A Cities
- Navigable Streams
- An area subject to a Strategic Partnership Agreement
- Municipally owned Reservoir
- Municipally owned Airport
- Certain Roads or Rights-of-Way

These are known as “consent exempt” procedures. Each of the categories of property is unique, with some of the categories being bracketed to very specific locations⁹⁸ or having been created as a legislative fix to a particular problem.⁹⁹ Being unique, these types of annexations are much rarer than consent annexations; therefore, these procedures are likely inapplicable in many circumstances.

2.2.2.1 Additional Prerequisites for Consent-Exempt Annexations:

Requirement that the Area be Located in the City’s ETJ

This requirement is exactly the same as that discussed in Section 2.1, above.

Width Requirements:

With certain exceptions, a city cannot annex a narrow strip of land, whether publicly or privately owned, including areas along roads, highways, rivers, streams, or creeks, if the area is less than 1,000 feet wide at its narrowest point. However, this restriction does not apply if: (1) the city’s boundaries are contiguous with the area on at least two sides; (2) the annexation is requested through a written petition by the landowners or a majority of the qualified voters in the area; or (3) the area is adjacent to another jurisdictional boundary.¹⁰⁰

No annexation off a narrow strip:

A city cannot annex an area within its ETJ solely because the area is next to a narrow strip of

⁹⁸ See Tex. Loc. Gov’t Code § 43.0115(a); See also Tex. Loc. Gov’t Code § 43.0117

⁹⁹ See *City of Waco v. City of McGregor*, 523 S.W.2d 649 (Tex. 1975) (In 1975 the Texas Supreme Court ruled that the City of McGregor could not annex the city’s airport because it was within Waco’s ETJ.)

¹⁰⁰ Tex. Loc. Gov’t Code §§ 43.054(a)-(c) (noting that this width requirement does not apply to certain areas of Ellis County near Waxahachie); 43.1056(d) (noting that width requirements do not apply to certain right-of-way annexations).

municipal land that is less than 1,000 feet wide at its narrowest point.¹⁰¹ Additionally, a city cannot annex an area within its ETJ solely because it is next to municipal land that was annexed before September 1, 1999, if that land was also part of the ETJ only due to its connection to a narrow strip less than 1,000 feet wide.¹⁰² Certain exceptions may apply.¹⁰³

Maximum Annual Amount of Annexation:

A city can only annex up to 10 percent of its incorporated area in a given calendar year, based on the city's size as of January 1 of that year.¹⁰⁴ This limit includes areas annexed for limited purposes, but exceptions apply, allowing for annexations above this limit.¹⁰⁵ Most notably, property annexed with the consent of the owners does not apply to these limitations.¹⁰⁶ Additionally, a city which annexes less than 10 percent may carry over the unused allocation for use in later years but may never annex a total area greater than 30 percent of the incorporated area of the city.¹⁰⁷

Findings Required for an Annexation that Surrounds an Area:

If a proposed annexation would cause an area to be surrounded by the annexing city but would not include the surrounded area, the governing body of the city must find, before completing the annexation, that surrounding the area is in the public interest.¹⁰⁸

A Note on Annexation Plans: Is an annexation plan required?

There is no statutory requirement that a city adopt an annexation plan. Section 43.052 is entitled "Annexation Plan Required;" however, that section does not detail what an "annexation plan" would contain and contains no requirement that a city adopt an annexation plan.¹⁰⁹ The adoption of an annexation plan triggers a requirement for home rule cities to create certain maps related to the annexation.¹¹⁰ Because there is no statutory requirement to create or amend an annexation plan, there is no statutory trigger for this map requirement. Whether this statute has any effect in the absence of a requirement to adopt an annexation plan is an open question. Note that the fact that the section is entitled "Annexation Plan Required" neither limits nor expands the meaning of the statute.¹¹¹

¹⁰¹ *Id.* § 43.0545(a), (e) (noting that roads, highways, rivers, lakes, or other bodies of water are not included in computing the 1,000-foot distance unless the area being annexed includes land in addition to a road, highway, river, lake, or other body of water).

¹⁰² *Id.* § 43.0545(b); *City of Missouri City v. State ex rel. City of Alvin*, 123 S.W.3d 606, 616 (Tex. App.-Houston [14th dist.] 2003) (holding that §43.0545 prohibits the annexation of land that lies within a city's extraterritorial jurisdiction solely by virtue of the fact the land is "contiguous to municipal territory that is less than 1,000 feet in width at its narrowest point.").

¹⁰³ Tex. Loc. Gov't Code § 43.0545(c), (d)

¹⁰⁴ *Id.* § 43.055

¹⁰⁵ *Id.*

¹⁰⁶ *Id.* § 43.055(a)(1), (3), (4)

¹⁰⁷ *Id.* § 43.055(b), (c)

¹⁰⁸ *Id.* § 43.057

¹⁰⁹ *Id.* § 43.052

¹¹⁰ *Id.* § 43.052(f-2)

¹¹¹ Tex. Gov't Code § 311.024

2.2.2.2 Common Consent-Exempt Procedures to Annex an Area

Requirement to Offer Development Agreement

This requirement is exactly the same as that discussed in Section 2.1, above.

Map Requirement in a Home Rule City:

Before starting annexation proceedings, a home-rule city must create or arrange for the creation of a digital map showing the annexation area and any area that would be added to the city's extraterritorial jurisdiction. This map must be made publicly available at no cost, in a format commonly used by geographic information system (GIS) software, or in another widely used electronic format if GIS software is not available. If the city has a website, the map must also be posted online.¹¹²

Service Plan Required:

In short, a city must develop a service plan outlining how it will provide full municipal services to the newly annexed area within 2.5 years of annexation.¹¹³ If certain services cannot be reasonably provided within that timeframe, the plan can extend the deadline to 4.5 years. However, capital improvements must only be substantially completed within that 4.5-year period. "Full municipal services" means services provided by the annexing city within its full-purpose boundaries, including water and wastewater services but excluding gas or electrical service.¹¹⁴ Also, a city is not required to provide a uniform level of services to each area of the city if different characteristics of topography, land use, and population density constitute a sufficient basis for providing different levels of service.¹¹⁵ However, essential services like police, fire protection, emergency medical services, and road maintenance must begin immediately on the annexation's effective date.¹¹⁶ Note that these requirements are very detailed, but they been removed from this manual, because they are used so infrequently.

Two Public Hearings:

Before a city may begin annexation proceedings, the city council must give notice of, and conduct, two public hearings at which persons interested in the annexation are given an opportunity to be heard.¹¹⁷ The hearings must be held between 20 and 40 days before the

¹¹² Tex. Loc. Gov't Code § 43.0635

¹¹³ *Id.* § 43.056

¹¹⁴ *Id.* § 43.056(c)

¹¹⁵ *Id.* § 43.056(m); *City of Heath v. King*, 665 S.W.2d 133, 136 (Tex App.--Dallas 1983, no writ) (noting that whether a city provides services substantially equivalent to those furnished other areas with similar characteristics involves two considerations: (1) whether there are two separate areas of the city with similar characteristics; and if so, (2) whether services being furnished to one area disparate from those being furnished to the other).

¹¹⁶ Tex. Loc. Gov't Code § 43.056(b)

¹¹⁷ *Id.* § 43.063(a)

annexation proceedings begin.¹¹⁸ The city council must call each public hearing on the proposed annexation and cause a copy of the notice of the hearing to be posted on the city’s website and published in the newspaper.¹¹⁹ The notice of each hearing must be published in a newspaper of general circulation in the city and the area proposed for annexation at least once on or after the 20th day, but before the 10th day before the date of each hearing.¹²⁰ At least one of the hearings must be held in the annexation area if a suitable site is reasonably available and more than 10 percent of the permanent residents of the area file a written protest of the annexation with the city secretary within 10 days after the date of the publication of the hearing notice.¹²¹

Home rule cities must also publish the hearing notice “in any area that would be newly included in the municipality’s extraterritorial jurisdiction by the expansion of the municipality’s extraterritorial jurisdiction resulting from the proposed annexation.”¹²² Given the fact that annexation no longer automatically expands a city’s ETJ, whether this notice is truly required anymore is an open question.¹²³

Timing of Hearings: There is no statutory requirement that the hearings be held on separate days or have a certain amount of time in between them. A city may choose to expedite the process by publishing the notice of the hearings simultaneously and/or holding the hearings close together so long as the statutory notice posting, publication, and mailing timeframes are followed.¹²⁴

Notice to School Districts, Public Entities, Railroads, Utilities, and Residents:

The city must also give written notice to any school district and “public entity” that provides service in the area¹²⁵ and must provide written notice by certified mail to each railroad company with right-of-way in the annexation area¹²⁶ and each utility service provider that provides service in the annexation area.¹²⁷

¹¹⁸ *Id.*; *Jimenez v. City of Aransas Pass*, No. 13-17-00514-CV, 2018 WL 6565090, at *3 (Tex. App. Dec. 13, 2018). (noting that the date of the “institution of proceedings” is the date the annexation ordinance is introduced on first reading; therefore, if a city requires only one reading of an ordinance, the proceedings are instituted and completed at the same time).

¹¹⁹ Tex. Loc. Gov’t Code §§ 43.0561(c), 43.063(d).

¹²⁰ *Id.* §§ 43.0561(d), 43.063(d).

¹²¹ *Id.* § 43.063(b)

¹²² *Id.* § 43.0561(e)

¹²³ *Id.* § 42.021(e)

¹²⁴ See *Woodruff v. City of Laredo*, 686 S.W.2d 692, 696 (Tex. App. San Antonio 1985, writ ref’d n.r.e.).

¹²⁵ Tex. Loc. Gov’t Code §§ 43.905, 43.9051

¹²⁶ *Id.* §§ 43.0561(f)(2), 43.063(f)

¹²⁷ *Id.* § 43.0561(f)(1)

If a city proposes to annex an area with fewer than 100 separate tracts of land, where each tract has one or more residential dwellings, the city must send written notice of its intent to annex the area at least 30 days before the first public hearing to property owners and certain public and private entities providing services in the annexation area.¹²⁸

Annexation must be Completed within 90 days of Initiation

The annexation of an area must be completed within 90 days after the date the city council institutes the annexation proceedings, or the proceedings are void.¹²⁹ Cities with additional charter requirements must be diligent to make sure the annexation ordinance is finally passed within 90 days of the first reading.¹³⁰

Finally, the city council, acting at a meeting that is separated by the appropriate time period from the two required hearings, must adopt an ordinance annexing the tract and approving the service plan for the tract.¹³¹ When the annexation ordinance is passed, a copy of the service plan is attached to the ordinance, and the plan becomes a contractual obligation of the city.¹³²

2.2.2.3 Specific Annexation Procedures by Area Classification:

Enclaves:

What is an enclave?

An enclave is an isolated portion of one entity's area that is surrounded by another entity.¹³³ A famous example of an enclave is Vatican City, which is a sovereign micro-state surrounded entirely by the city of Rome in the nation of Italy.

What are the procedures to annex enclaves in Texas?

Certain enclaves located in Tarrant County, Texas may be annexed using the consent-exempt annexation provisions detailed above.¹³⁴

¹²⁸ *Id.* § 43.062(b) (noting that “public entity” includes any: city; county; fire protection service provider, including a volunteer fire department; EMS provider, including a volunteer EMS provider; municipal utility district; water control and improvement district; or other district created under certain sections of the Texas Constitution; and each railroad company that serves the city and is on the city's tax rolls if the railroad company's right-of-way is in the annexation area).

¹²⁹ *Id.* § 43.064

¹³⁰ *Knapp v. City of El Paso*, 586 S.W.2d 216, 218 (Tex. App. - El Paso 1979, writ ref'd n.r.e.).

¹³¹ Tex. Loc. Gov't Code § 43.056(j)

¹³² *Id.* § 43.056(k)

¹³³ ENCLAVE, Black's Law Dictionary (12th ed. 2024)

¹³⁴ Tex. Loc. Gov't Code § 43.0115 (Tarrant County is home to the majority of the populations of Arlington and Fort Worth, both cities with more than 300,000 population.)

Industrial Districts:

What is an industrial district?

For purposes of consent-exempt annexations, an “industrial district” is an area within a city’s extraterritorial jurisdiction that is designated for industrial activities, and sometimes includes tourist-related businesses.¹³⁵ The city’s governing body can create these districts and enter into agreements with landowners in the district.¹³⁶ These agreements can guarantee that the area will not be annexed by the city for up to 15 years and may include other mutually agreed terms that support business operations.¹³⁷ The agreements can be renewed for additional 15-year periods.¹³⁸ Cities may also arrange for fire-fighting services in these districts, either by providing the services themselves or through contracts, and property owners who provide their own fire-fighting services are not required to pay for municipal fire services provided to others in the district.¹³⁹

What are the procedures to annex an industrial district?

A city may annex an industrial district using the consent-exempt procedures above;¹⁴⁰ however, if the annexation area in an industrial district is subject to an industrial district agreement as described above, the city may initiate the annexation only: (1) on or after the date the agreement expires; or (2) under the terms of the agreement.¹⁴¹

Area Owned by a Type A General-Law City:

What are the procedures for a Type A general-law city to annex area it owns?

The governing body of a Type A general-law city may annex an area owned by the city using the consent-exempt procedures above.¹⁴² The ordinance annexing the area must: (1) describe the area by metes and bounds; and (2) be entered into the minutes of the governing body.¹⁴³ Annexation of property owned by a city that contiguous to other territory within the city does not expand the city’s ETJ.¹⁴⁴

¹³⁵ *Id.* § 42.044(a)

¹³⁶ *Id.* § 43.065(b), (c)

¹³⁷ *Id.* § 43.065(c)

¹³⁸ *Id.* § 43.065(d)

¹³⁹ *Id.* § 43.065(e), (f)

¹⁴⁰ *Id.* § 43.0116(a)

¹⁴¹ *Id.* § 43.0116(b)

¹⁴² *Id.* § 43.012

¹⁴³ *Id.*

¹⁴⁴ *Id.* § 42.0225 (noting that this statute has been a part of the code since at least 1999)

Navigable Stream:**What is a navigable stream?**

Statutorily, a “navigable stream” is stream is defined to be a stream which retains an average width of 30 feet from the mouth up.¹⁴⁵ A “stream” consists of the bed, the banks, and the stream of flowing water.¹⁴⁶ When there is a question whether a particular stream is “navigable,” the question is determined by courts as a matter of law.¹⁴⁷

What are the procedures to annex a navigable stream?

A city may annex a navigable stream adjacent to the city and within the city’s ETJ using the consent-exempt procedures above.¹⁴⁸

Area Subject to a Strategic Partnership Agreement:**What is a Strategic Partnership Agreement?**

A Strategic Partnership Agreement (SPA) is a specific type of statutorily defined written agreement between a city and certain types of districts.¹⁴⁹ In fact, a city may not annex a district for limited purposes without a SPA in place.¹⁵⁰

What is a “district?”

“District” means any district or authority created pursuant to certain sections of the Texas Constitution, regardless of how created.¹⁵¹ Although practitioners often focus solely on Municipal Utility Districts when considering Strategic Partnership Agreements, SPAs can actually be applied to a variety of different types of districts, including Municipal Utility Districts,¹⁵² Water Control and Improvement Districts,¹⁵³ Water Improvement Districts,¹⁵⁴ Drainage Districts,¹⁵⁵ Levee Improvement Districts,¹⁵⁶ Irrigation Districts,¹⁵⁷ certain Regional Districts,¹⁵⁸ Special Utility Districts,¹⁵⁹ and Storm Control Districts.¹⁶⁰ The term “district” does not include any

¹⁴⁵ Tex. Nat. Res. Code § 21.001(3)

¹⁴⁶ *Motl v. Boyd*, 116 Tex. 82, 108, 286 S.W. 458, 467 (1926)

¹⁴⁷ *State v. Bradford*, 121 Tex. 515, 531, 50 S.W.2d 1065, 1070 (1932)

¹⁴⁸ Tex. Loc. Gov’t Code § 43.013

¹⁴⁹ *Id.* § 43.0751(b)

¹⁵⁰ *Id.* § 43.0751(e)

¹⁵¹ *Id.* § 43.0751(a)(1); Tex. Water Code § 49.001(a)(1).

¹⁵² Tex. Water Code § 54.011

¹⁵³ *Id.* § 51.011

¹⁵⁴ *Id.* § 55.011

¹⁵⁵ *Id.* § 56.011

¹⁵⁶ *Id.* § 57.011

¹⁵⁷ *Id.* § 58.011

¹⁵⁸ *Id.* § 59.001 (Applies in Harris County and counties bordering Harris County.)

¹⁵⁹ *Id.* § 65.011

¹⁶⁰ *Id.* § 66.011

navigation district or port authority created under general or special law, or certain conservation and reclamation districts.¹⁶¹ These types of districts are generally involved in managing resources like water and land. Additionally, a “limited district” is one which continues to operate after a city fully annexes it under the terms of a SPA.¹⁶²

May a Strategic Partnership Agreement provide for annexation of the district?

Yes. A SPA may provide for limited-purpose and/or full-purpose annexation of a district or portions of a district in certain circumstances and without obtaining the consent of the residents as detailed above.¹⁶³ (Note that there is a specific exception requiring consent for a city that operates a water utility and is annexing a certain size municipal utility district under a SPA.¹⁶⁴)

Additionally, a SPA may provide for:

- Full-purpose annexation of the district.¹⁶⁵ On the full-purpose annexation conversion date specified in the SPA, the land within the district automatically becomes part of the city’s full-purpose boundaries, without requiring any additional city action. This conversion date can only be changed by mutual agreement of the parties; however, the city has the right to end the agreement and start the annexation process earlier if the district’s governing body requests it, following the procedures outlined in Subchapter C-1.¹⁶⁶
- Full-purpose annexation of any commercial property in a district without the requirement to fully annex the residential areas.¹⁶⁷ The city would be obligated to make full provision of municipal services to the annexed commercial territory,¹⁶⁸ and the scope of the municipal services to be provided would be governed by the service plan, discussed briefly above in Section 2.2.2.2.

¹⁶¹ *Id.* § 49.001(a)(1) (Excludes from “district”: (1) the North Texas Municipal Water District, created pursuant to Chapter 62, Acts of the 52nd Legislature, 1951 (Article 8280-141, Vernon's Texas Civil Statutes), or (2) any conservation and reclamation district governed by Chapter 36, Texas Water Code, unless a special law creating the district or amending the law creating the district states otherwise.)

¹⁶² Tex. Loc. Gov’t Code § 43.0751(a)(2)

¹⁶³ *Id.* § 43.0751(s)

¹⁶⁴ *Id.* § 43.083 (This section applies to cities that operate their own water utility and have a SPA with a municipal utility district that involves plans to annex 400 or more water or wastewater connections that are outside the district. If the city is required or authorized to annex the district for full purposes under the SPA, it cannot annex the district without also annexing all unincorporated areas served by the district that are within the city’s ETJ, and the city must obtain approval for these annexations as required by Subchapter C-3, C-4, or C-5 before proceeding.)

¹⁶⁵ *Id.* § 43.0751(f)(5)

¹⁶⁶ *Id.* § 43.0751(h)

¹⁶⁷ *Id.* § 43.0751(f)(4)

¹⁶⁸ *Id.* (Services may be provided either directly by the city or via agreement with another governmental entity.)

- Limited-purpose annexation of a district, provided that the district shall continue in existence during the period of limited-purpose annexation.¹⁶⁹ Limited-purpose annexations are permitted only for areas of a district located in the city's ETJ.¹⁷⁰
- Conversion of the district to a "limited district."¹⁷¹ A SPA that provides for the creation of a limited district must include other specific terms.¹⁷²
- Payments by the city to the district for services provided by the district.¹⁷³
- Continuation and/or modification of agreements already in existence when SPA negotiation begins.¹⁷⁴
- Restrictions on the district from incurring new debt or liabilities, constructing additional utility facilities, or transferring property without the city's approval.¹⁷⁵
- Any other lawful terms the parties consider appropriate.¹⁷⁶

A SPA cannot require the district to provide revenue to the city solely to avoid annexation and must provide fair and equitable benefits to both parties.¹⁷⁷

Do members of the public have input on the terms of a SPA?

Yes. Before adopting an SPA, both the city and the district must hold two public hearings to allow the public to present testimony or evidence about the proposed agreement.¹⁷⁸ The city must publish a notice of the hearings in a newspaper of general circulation in the city and the district.¹⁷⁹ This notice must be published at least once 20 days before each hearing. The notice must include the purpose, date, time, and place of the hearing, and where the proposed agreement can be obtained;

¹⁶⁹ *Id.* § 43.0751(f)(1), (2) (noting that cities in Harris County have more restrictions associated with SPAs providing for limited-purpose annexation), (n) (cities in Galveston County may impose sales and use tax and hotel occupancy taxes on limited districts in certain circumstances).

¹⁷⁰ *Id.* § 43.0751(r)(1)

¹⁷¹ *Id.* § 43.0751(f)(6)

¹⁷² *Id.* § 43.0751(g)

¹⁷³ *Id.* § 43.0751(f)(3)

¹⁷⁴ *Id.* § 43.0751(f)(7)

¹⁷⁵ *Id.* § 43.0751(i)

¹⁷⁶ *Id.* § 43.0751(f)(8)

¹⁷⁷ *Id.* § 43.0751(p)

¹⁷⁸ *Id.* § 43.0751(d)

¹⁷⁹ *Id.* § 43.0751(d) (Note that the district has a different obligation with regard to giving notice, and notice of public hearings conducted by the governing body of a district under this subsection must be given in accordance with the district's notification procedures for other matters of public importance.)

additionally, the notice must be published in a certain format.¹⁸⁰ Joint public hearings can be held by the city and the district, but at least one hearing must take place within the district.¹⁸¹

When is a SPA effective?

The SPA is only effective once it has been adopted by both the city and the district,¹⁸² and the city may not adopt the SPA until the district has done so.¹⁸³ The agreement must be recorded in the deed records of the county where the district is located and is binding on all current and future landowners within the district's boundaries at the time the agreement takes effect.¹⁸⁴

Can residents in an area annexed for limited purposes participate in city elections?

Yes, they can, but not in every type of election. Residents of an area annexed for limited purposes can vote in city elections related to electing or recalling members of the city council, electing or recalling the city controller (if the controller is an elected position), and amending the city charter. However, they are not allowed to vote in bond elections.¹⁸⁵ Additionally, residents of areas annexed for limited purposes cannot run for or be elected to city office.¹⁸⁶

Municipally Owned Reservoir:

What is a reservoir?

While there is no explicit definition of “municipal reservoir” in Texas statute or caselaw, there are examples from various cases that describe the use and establishment of reservoirs of by cities in Texas.¹⁸⁷ A municipal reservoir is a large, artificial or natural body of water that is owned and managed by a city. It is primarily used to store and supply water for public consumption, including drinking water, irrigation, and other municipal needs. In addition to water supply, municipal reservoirs may also support recreational activities like fishing, boating, and hiking. Note that not all water reservoirs used to supply cities with water are “municipal

¹⁸⁰ *Id.* §§ 43.0751(d), 43.123(b) (The notice may not be smaller than one-quarter page of a standard-size or tabloid-size newspaper, and the headline on the notice must be in 18-point or larger type.)

¹⁸¹ *Id.* § 43.0751(d)

¹⁸² *Id.* § 43.0751(c)

¹⁸³ *Id.* § 43.0751(e)

¹⁸⁴ *Id.* §§ 43.0751(c), 43.0751(e) (Note that the city may not adopt the SPA until after the district has done so.)

¹⁸⁵ *Id.* § 43.130(a) (the city is also obligated to inform these residents of their voting rights prior to the first election in the district).

¹⁸⁶ *Id.* § 43.130(b)

¹⁸⁷ See *Wasson Interests, Ltd. v. City of Jacksonville*, 513 S.W.3d 217, 219 (Tex. App.—Tyler 2016), rev'd, 559 S.W.3d 142 (Tex. 2018) (summarizing the city's creation, regulation, and maintenance of Lake Jackson beginning in the 1950s and continuing to the present)

reservoirs” under this definition.¹⁸⁸

What are the procedures to annex a municipally owned reservoir?

A general-law city may annex a municipally owned reservoir that is used to supply water to the city along with certain land contiguous to the reservoir and the right-of-way of any public road or highway connecting the reservoir to the city by the most direct route using the consent-exempt procedures detailed above.¹⁸⁹ The entire annexation area must: (1) be within five miles of the city limits; (2) not be in the ETJ of another city; and (3) be less than 600 acres, exclusive of the right-of-way.¹⁹⁰ These annexations are exempt from certain other requirements including minimum width requirements and the requirement for the tract to be located in the city’s ETJ.¹⁹¹

Municipally Owned Airport:

What are the procedures to annex a municipally owned airport?

A city may annex a municipally owned airport along with the right-of-way of any public road or highway connecting the reservoir to the city by the most direct route using the consent-exempt procedures detailed above if there are no owners of the area other than the city or the residents of the area.¹⁹² The city may annex the area if: (1) none of the area is more than eight miles from the city’s limits, and (2) each city in whose ETJ the airport is located agrees to the annexation.¹⁹³ These annexations are exempt from certain other requirements including minimum width requirements, the requirement for the tract to be located in the city’s ETJ, and the requirement that the tract not be located in the ETJ of another city.¹⁹⁴

Road Rights-of-Way:

What are the procedures to annex a road right-of-way?

A city may annex a road right-of-way following the consent-exempt procedures above if: (1) either the owner of the right-of-way or the governmental body that maintains the right-of-way requests the annexation in writing, or (2) under certain circumstances where the right-of-way makes a connection between the city limits

¹⁸⁸ See *City of San Antonio v. Texas Water Comm’n*, 407 S.W.2d 752, 754–55, 757 (Tex. 1966) (discussing how the Canyon Dam Reservoir, while serving as a potential water source for cities such as San Antonio, is owned and operated by the Guadalupe-Blanco River Authority, a regional water authority, rather than a city, and was regulated at the time by the Texas Water Commission, the predecessor to the Texas Commission on Environmental Quality); U.S. Army Corps of Engineers website regarding Lake Sam Rayburn, which is one of 25 reservoirs managed by the Corps in Texas, at <https://www.swf-wc.usace.army.mil/samray/> (last accessed Aug. 15, 2024).

¹⁸⁹ Tex. Loc. Gov’t Code § 43.101(a)

¹⁹⁰ *Id.* § 43.101(b)

¹⁹¹ *Id.* § 43.101(d)

¹⁹² *Id.* § 43.102(a), (c)

¹⁹³ *Id.* § 43.102(b)

¹⁹⁴ *Id.* § 43.102(d)

and an area being simultaneously annexed by the city.¹⁹⁵ If the owner or governmental body that maintains the right-of-way does not make a written request for the city to annex the right-of-way, the city must provide written notice of the annexation to the owner the governing body that maintains the right-of-way not later than the 61st day before the date of the proposed annexation. If the owner or the political subdivision that maintains the right-of-way does not submit a written objection to the city before the date of the proposed annexation, then the city may annex the right-of-way.¹⁹⁶ These annexations are exempt from minimum width requirements.¹⁹⁷

¹⁹⁵ *Id.* § 43.1055(a), (b), (c)(1)

¹⁹⁶ *Id.* § 43.1055(c)

¹⁹⁷ *Id.* § 43.1055(e)

2.2.3 Annexation by ETJ Development Agreement

What is an ETJ Development Agreement?

An ETJ Development Agreement (DA) is a specific type of contract between a city¹⁹⁸ and an owner of land located in the city's ETJ which may, among other things:

- Ensure the land remains outside the city limits and protected from annexation.
- Allow the city to extend its planning authority by approving a development plan created by the landowner, outlining general land uses and development.
- Permit the city to enforce certain land use and development regulations on the land as it would within city limits.
- Allow the city to enforce additional land use and development regulations as agreed upon by the landowner and the city.
- Provide infrastructure for the land, including streets, drainage, and utility systems (water, wastewater, etc.).
- Enable the city to enforce environmental regulations.
- Provide for the annexation of the land, either in full or in parts, and to provide the terms of the annexation.
- Specify land uses and development both before and after annexation, if annexation is agreed upon.
- Include any other lawful terms and conditions agreed upon by the parties.¹⁹⁹

DAs can be used by cities as an alternative to annexing land on which new residential development is planned or as a precursor to later annexation. The agreements allow a city to provide for sustainable residential development by managing lot size and density, infrastructure quality, and other matters.

What are the required elements of a DA?

To be binding on the parties, several requirements must be met. In fact, before offering a DA to a landowner, the city must make certain written disclosures including specific information such as the landowner's right to refuse the agreement, pertinent annexation-related statutes, and the city's waiver of immunity to suit.²⁰⁰ Failure to provide these disclosures voids the agreement.²⁰¹ The agreement itself must be in writing and contain an adequate legal description of the land involved.²⁰² Additionally, the agreement must be approved by the city's governing body and the landowner and be recorded in the real property records of each county in which any part of the land subject to the DA is located.²⁰³ The total term of the contract, including any renewals, is limited to 45 years.²⁰⁴

¹⁹⁸ *Id.* § 212.171 (noting that Houston may not enter ETJ development agreements)

¹⁹⁹ *Id.* § 212.172(b)

²⁰⁰ *Id.* § 212.172(b-1)

²⁰¹ *Id.* § 212.172(b-2)

²⁰² *Id.* § 212.172(c)(1), (2)

²⁰³ *Id.* § 212.172(c)(3), (4)

²⁰⁴ *Id.* § 212.172(d)

May an ETJ Development Agreement Provide for Annexation?

Yes. An ETJ Development Agreement may provide for annexation and provide for the terms of annexation.²⁰⁵ Essentially, a landowner and a city may craft their own unique annexation process applicable to the land using a DA.

²⁰⁵ *Id.* § 212.172(b)(7)

2.3 Post-Annexation Requirements

Regardless of the process used to annex property, the process does not end with passage of the annexation ordinance. Depending on the circumstances, the city may have several more tasks to accomplish before all is complete, as detailed below.

Map Updates:

Cities are required to prepare a map that shows the boundaries of the city and its ETJ.²⁰⁶ A copy of the map must be kept in the offices of the city secretary and the city engineer and posted on the city's website.²⁰⁷ If a city annexes territory, the map shall be immediately corrected to include the annexed territory and note the following: (1) the date of annexation; (2) the number of the annexation ordinance; and (3) a reference to the minutes or ordinance records where the ordinance is recorded in full.²⁰⁸ The same map updates must be made when a city expands or reduces its ETJ.²⁰⁹

Filing with County Clerk:

There is a statute that requires cities, following an annexation or disannexation, to file documents showing the change in boundaries with the applicable county clerk(s), "within 30 days after the date of preclearance under Section 5, Federal Voting Rights Act."²¹⁰ In 2013, the Supreme Court of the United States rendered this preclearance requirement inoperative, and Congress has not taken action to reinstate the requirements.²¹¹ Even though preclearance is no longer required, an abundance of caution could lead a city to continue filing annexation ordinances with the county clerk's office.

Notice to County Appraisal District:

If a city is a taxing unit that imposes ad valorem taxes within an appraisal district, the city must notify the appraisal office within 30 days after the city's boundaries are altered.²¹²

Notice to the Texas Comptroller:

Notice of annexations must be provided to the Texas comptroller's office. This ensures that the city will receive any sales taxes generated in the newly annexed area. The city secretary must submit by certified mail a certified copy of the annexation ordinance and a map of the entire city that shows the change in boundaries, with the annexed portion clearly distinguished, resulting from the annexation.²¹³ The Sales Tax Division of the comptroller's office may be reached at 800-252-5555 or <http://comptroller.texas.gov>.

²⁰⁶ *Id.* § 41.001(a)

²⁰⁷ *Id.* § 41.001(a)

²⁰⁸ *Id.* § 41.001(b)

²⁰⁹ *Id.* § 41.001(c)

²¹⁰ *Id.* § 41.0015(a)

²¹¹ *Shelby Cnty., Ala. v. Holder*, 570 U.S. 529, 557, 133 S. Ct. 2612, 2631, 186 L. Ed. 2d 651 (2013)

²¹² Tex. Tax Code § 6.07

²¹³ *Id.* § 321.102(b)

Notice to Utility and Other Service Providers:

Telephone and Certain Telecommunications Providers: Certificated Telecommunications Providers (CTPs) that use city rights-of-way make quarterly based on the number of “access lines” located in a city.²¹⁴ When a city annexes territory, the newly included area may have access lines. While neither Chapter 283 nor the rules adopted by the Texas Public Utility Commission (PUC) directly address this situation, in order for a city to be properly compensated for the inclusion of the access lines, the city should notify any CTPs that may be providing service in the current city limits that, if the CTP also has access lines in the newly-annexed area, it must begin compensating the city accordingly. In addition, if a city is aware of other CTPs that may be operating in the area, it should notify those as well. Finally, the city should also notify the PUC so that the information can be posted on the PUC’s website.

Electric: After annexing new territory, a city should contact the electric provider in the area to determine whether adjustment to the existing, or a new, franchise agreement is necessary.²¹⁵

Cable and Video: Cable and video providers pay fees to each city in which they provide cable or video service for use of the public right-of-way.²¹⁶ Those providers, and the PUC, should be notified of an annexation to ensure proper reporting.

Gas, Water, or Other Users of Right-of-Way: Retail gas and water companies often pay franchise fees to cities and should be notified as well.

²¹⁴ Tex. Loc. Gov’t Code ch. 238

²¹⁵ Tex. Util. Code § 33.008 (authorizing franchise fees)

²¹⁶ *Id.* § 66.005 (authorizing franchise fees)

3.0 DISANNEXATION FROM THE MUNICIPAL BOUNDARIES

What is “disannexation?”

“Disannexation” is essentially the reverse action of annexation and is the release of territory from a city’s jurisdiction. Below are the statutory mechanisms which allow for disannexation. If a requested or desired disannexation does not fit within one of these provisions, it is likely prohibited.²¹⁷

3.1 Methods of Disannexation

Disannexation for Failure of the City to Provide Services:²¹⁸

If a city fails to provide the services promised in a service plan or written agreement to an annexed area within the agreed timelines, the majority of the area’s qualified voters can petition the governing body to disannex the area.²¹⁹ The petition must be a written request for the disannexation and must include signatures from the appropriate voters, each signed in ink or indelible pencil.²²⁰ The signatures must match the names as they appear on the most recent official voter registration list, and each voter must also include their residence address, precinct number, and voter registration number as shown on their voter registration certificate.²²¹ The petition must describe the area to be disannexed, with a plat or similar depiction of the area attached, and it must be presented to the city secretary.²²² If the governing body fails or refuses to disannex the area within 60 days after the date of the receipt of the petition, any of the petitioners may bring a cause of action in district court to request that the area be disannexed.²²³ The district court must enter an order disannexing the area if the court finds that a valid petition was filed with the city and that the city failed to perform its obligations in accordance with the service plan, written agreement, or resolution, or failed to perform in good faith.²²⁴ An area that has been disannexed under these provisions may not be annexed again within 10 years after the date of the disannexation.²²⁵

²¹⁷ See Tex. Loc. Gov’t Code §§ 43.145, 43.1465 (noting that these sections allow for disannexation in two other, highly-specific instances and for “defunding” cities, provisions which are inapplicable to most cities)

²¹⁸ *Alexander Oil co. v. City of Seguin*, 825 S.W.2d 434, 437 (Tex. 1991) (noting that disannexation is the only express remedy for failure to provide services under a plan).

²¹⁹ Tex. Loc. Gov’t Code § 43.141(a)

²²⁰ *Id.* § 43.141(d)

²²¹ *Id.*

²²² *Id.*

²²³ *Id.* § 43.141(b)

²²⁴ *Id.*

²²⁵ *Id.* § 43.141(c)

Home Rule Disannexation According to Charter:

A home rule city may disannex an area according to rules provided by its charter and not inconsistent with the procedural rules prescribed by state law.²²⁶ The section is permissive and does not mandate disannexation in most cases. A court has determined that in a home rule city that allows initiative or referendum processes by charter, these provisions may not be used to disannex property from a city.²²⁷

Disannexation by Election in a General-Law City

A general-law city must call an election on the question of disannexation of an area, if a sufficient petition is filed with the city.²²⁸ The petition requesting that the area no longer be a part of the city must be signed by at least 50 qualified voters of the area and presented to the mayor.²²⁹ The requirements of Chapter 277 of the Texas Election Code apply to the petition; therefore, each petition signature must be accompanied by: (1) the signer's printed name; (2) the signer's: (i) date of birth; or (ii) voter registration number and, if the territory from which signatures must be obtained is situated in more than one county, the county of registration; (3) the signer's residence address; and (4) the date of signing. .²³⁰ All signatures must be collected in the 180 days before the date the petition is filed with the city.²³¹ In addition to the signatures, the petition must also include a description of the area proposed for disannexation by metes and bounds. If a sufficient petition is presented, the city must order an election on the question to be held on the first uniform election date that occurs after the date on which the petition is filed and that affords enough time to hold the election in the manner required by law.²³²

If the majority of votes are cast in favor of disannexation, the city must declare that the area is no longer a part of the city and enter an order to that effect in the minutes or records of the governing body.²³³ However, the area may not be discontinued as part of the city if the discontinuation would result in the city having less area than one square mile or one mile in diameter around the center of the original boundaries.²³⁴ If an area withdraws from a city, the area is not released from its pro rata share of city indebtedness at the time of the withdrawal.²³⁵

²²⁶ *Id.* § 43.142

²²⁷ *City of Hitchcock v. Longmire*, 572 S.W.2d 122 (Tex. App.—Houston [1st Dist.] 1978, writ ref'd n.r.e.) (plaintiffs in the case attempted to repeal an annexation ordinance by referendum).

²²⁸ Tex. Loc. Gov't Code § 43.143

²²⁹ *Id.* § 43.143(a)

²³⁰ Tex. Elec. Code § 277.002

²³¹ *Id.* § 277.002(e)

²³² Tex. Loc. Gov't Code § 43.143(a)

²³³ *Id.* § 43.143(b)

²³⁴ *Id.*

²³⁵ Tex. Loc. Gov't Code § 43.143(c)

Disannexation of Sparsely Populated Area in a General-Law City

The governing body of a general-law city may by ordinance disannex an area as part of the city if: (1) the area consists of at least 10 acres contiguous to the city; and (2) the area (i) is uninhabited; or (ii) contains fewer than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre.²³⁶

3.2 Additional Disannexation Considerations

Refund of Taxes and Fees

If an area is disannexed, the city must refund to the landowners the amount of money collected in property taxes and fees from those landowners during the period that the area was a part of the city less the amount of money that the city spent for the direct benefit of the area during that same period.²³⁷ Refunds that are not paid within 180 days after the area is disannexed accrue interest at a statutory rate.²³⁸

Width Requirements for Roadway Disannexation:

When a city disannexes a road or highway, it must also disannex a strip of land with a width at its narrowest point being at least 1,000 feet, unless the disannexation is mutually agreed upon by the county and the city.²³⁹ The strip of land to be disannexed must be adjacent to either side of the road or highway and must follow the course of the road or highway.²⁴⁰

The Post-Annexation Requirements Apply to Disannexations:

The map updates, notices to taxing authorities, and other notices the city must or should send following annexation of property also apply to disannexation of property. See Section 2.3, above, for those details.

²³⁶ *Id.* § 43.144(a)

²³⁷ *Id.* § 43.148(a)

²³⁸ *Id.* § 43.148(b)

²³⁹ *Id.* § 43.147(a)

²⁴⁰ *Id.* § 43.147(b)

4.0 EXPANSION AND REDUCTION OF THE ETJ

4.1 No Automatic ETJ Expansion

Does annexation of property into the city’s corporate boundaries automatically expand or extend the city’s ETJ?

Not anymore, and the statutory language is confusing. State law still provides the following:

When a municipality annexes an area, the extraterritorial jurisdiction of the municipality expands with the annexation to comprise, consistent with Section 42.021, the area around the new municipal boundaries.²⁴¹

That language, standing alone, could lead one to believe that the ETJ does, in fact, expand when new territory is annexed into the city. However, the phrase “consistent with Section 42.021” is critical, because that section contains the following provision:

An annexation commenced after January 1, 2023, **does not expand the extraterritorial jurisdiction of a municipality** unless contemporaneously with the annexation the owner or owners of the area that would be included in the municipality's extraterritorial jurisdiction as a result of the annexation request that the area be included in the municipality’s extraterritorial jurisdiction.²⁴²

Unless residents in the unincorporated portion of the county request annexation into the city’s ETJ, the ETJ does not expand following the annexation of property into a city. Previously the ETJ would automatically expand following the annexation of property into a city, but the law changed in 2023.²⁴³

4.2 ETJ Expansion by Landowner Request

Can property be added to a city’s ETJ?

Yes. Property which is contiguous to a city’s ETJ may be added to the ETJ if the owners request the expansion.²⁴⁴ Additionally, as shown in Table 2, above, the size of a city’s ETJ depends heavily on the city’s population and continues to expand automatically

²⁴¹ *Id.* § 42.022(a)

²⁴² *Id.* § 42.021(e)

²⁴³ S.B. 2038, 88th Leg., Reg. Sess. § 2 (Tex. 2023)

²⁴⁴ Tex. Loc. Gov’t Code § 42.022(b)

until it reaches five miles at a population of 100,000.²⁴⁵ Note that there are limitations on this expansion. Simply because a city hits a certain population threshold, its ETJ may not expand to the statutory limit, because expansion of a city’s ETJ cannot include any area in an existing ETJ of another city without agreement of that city.²⁴⁶ That said, a city’s ETJ may be expanded through annexation to include an area located in the ETJ of another city if a written agreement between the cities allocates the area to the annexing city.²⁴⁷ Remember, of course, that the only way ETJ expands through annexation is through a contemporaneous request of the landowner to annex into the city’s ETJ.²⁴⁸

4.3 ETJ Reduction by City Action

Can a city take action to reduce its ETJ?

Yes. A city council may reduce the city’s ETJ by giving its written consent by ordinance or resolution.²⁴⁹ In fact, the statute reads that, “[t]he extraterritorial jurisdiction of a municipality **may not be reduced unless** the governing body of the municipality gives its written consent by ordinance or resolution (emphasis added)” except in three listed circumstances.²⁵⁰

4.4 ETJ Reduction by Landowner Action

Can ETJ landowners have their property released from the ETJ?

Perhaps.²⁵¹ Residents and landowners in a city’s ETJ may seek to have an area of land released from the city’s ETJ through a petition process.²⁵² ETJ residents may also seek release through an election.²⁵³ The petition and election process are detailed below. Recall from Section 4.3, above, however, that a city’s ETJ may not be reduced without specific council action, which raises questions around whether property owners acting alone may remove their property from a city’s ETJ.

Are any types of ETJ property exempt from release?

Yes. Areas in the following locations are exempt from release through these processes:

- Areas within 5 miles of an active military base;
- Areas that were voluntarily annexed into the ETJ of a city in Hays County,

²⁴⁵ *Id.* § 42.021

²⁴⁶ *Id.* § 42.022(c)

²⁴⁷ *Id.* § 42.022(d)

²⁴⁸ *Id.* § 42.021(e)

²⁴⁹ *Id.* § 42.023

²⁵⁰ *Id.*

²⁵¹ As of September 2024, the processes outlined in this Section 4.4 are currently being challenged in ongoing litigation, raising important questions regarding their validity, applicability, and legal effect.

²⁵² Tex. Loc. Gov’t Code § 42.102

²⁵³ *Id.* § 42.152(a)

- Texas;
- Areas located in the ETJ of either San Antonio or Houston that are (1) also located in Harris or Bexar Counties, and (2) within 15 miles of an active military base;
 - Areas designated as an industrial district; and
 - Areas subject to a Strategic Partnership Agreement.²⁵⁴

4.4.1 Reduction by Petition

Who is authorized to file a petition seeking release from an ETJ?

A resident of an area in a city's ETJ may file a petition with the city to be released.²⁵⁵ Likewise, the owner or owners of the majority in value of an area consisting of one or more parcels of land in a city's ETJ may file a petition.²⁵⁶ A "parcel" of land, while also undefined in Texas statute, typically refers to a defined area of land by reference to specific details such as acreage, geographic location, survey details, lot numbers, block numbers, subdivision information, or tract names.²⁵⁷

What are the petition requirements?

A valid petition must be signed by either: (1) more than 50 percent of the registered voters of the area; or (2) a majority in value of the titleholders to land in the area.²⁵⁸ A valid signature must: (1) be in written in the signer's handwriting;²⁵⁹ and (2) contain the signer's: (a) printed name; (b) date of birth or voter registration number; (c) residence address; and (d) date of signing.²⁶⁰ Within 180 days after the first signature for the petition is obtained, all signatures must be collected and the petition must be filed with the city.²⁶¹ The petition must include a map of the area to be released and describe the area by either: (1) metes and bounds; or (2) lot and block number, if there is a recorded map or plat.²⁶² The petition must also comply with Chapter 277 of the Election Code,²⁶³ and home rule city charters may contain additional petition requirements.

What must a city do upon receipt of a petition?

When a petition is filed with a city, the city secretary or other person verifies the

²⁵⁴ *Id.* §§ 42.101, 42.151

²⁵⁵ *Id.* § 42.102(a)

²⁵⁶ *Id.* § 42.152(b)

²⁵⁷ See *Hays v. Butler*, 295 S.W.3d 53, 54 (Tex. App.—Houston [1st Dist.] 2009, no pet.) (describing several parcels of property by acreage, block numbers, survey names, and recording information)

²⁵⁸ Tex. Loc. Gov't Code § 42.104(a)

²⁵⁹ *Id.* § 42.104(c), Tex. Elec. Code § 277.002(b)

²⁶⁰ Tex. Elec. Code § 277.002(a)(1)

²⁶¹ Tex. Loc. Gov't Code § 42.104(b), Tex. Elec. Code § 277.002(e)

²⁶² Tex. Loc. Gov't Code § 42.104(d)

²⁶³ Tex. Loc. Gov't Code § 42.103, Tex. Elec. Code § 277.001

signatures.²⁶⁴ The city must notify the residents and landowners of the described area whether or not the petition contains the required number of signatures for release.²⁶⁵ If the petition indeed contains the required number of signatures, the city is required to immediately release the area from its ETJ.²⁶⁶

Is there a deadline for the city to release the area after receiving a sufficient petition?

Yes. The city must take action to release the area by the later of: (1) the 45th day after the date the city receives the petition; or (2) the next meeting of the city council that occurs after the 30th day after the date the city receives the petition.²⁶⁷ If the city fails to take timely action, the area is released by operation of law.

May a released area be included in a city's ETJ or corporate boundaries?

Not without the owner requesting inclusion. An area released from a city's ETJ may not be included in the ETJ or corporate boundaries of a city unless the owner of the area later requests that the area be included.²⁶⁸

4.4.2 Reduction by Election

Who is authorized to request an election seeking release from an ETJ?

A resident of an area in the ETJ may request that the city hold an election on the question of whether to release the area from the ETJ.²⁶⁹

How does a resident make the request for the election?

By filing a petition. The resident makes the request for an election by filing a petition that includes the signatures of at least five percent of the registered voters residing in the area as of the date of the preceding uniform election date.²⁷⁰

What are the petition requirements?

As stated above, a valid petition must be signed by five percent of the registered voters residing in the area as of the date of the preceding uniform election date.²⁷¹ A valid signature must: (1) be in written in the signer's handwriting;²⁷² and (2) contain the signer's: (a) printed name; (b) date of birth or voter registration number; (c)

²⁶⁴ Tex. Loc. Gov't Code § 42.105(a)

²⁶⁵ Tex. Loc. Gov't Code § 42.105(b) (noting that this requirement may be satisfied by notifying the person who filed the petition)

²⁶⁶ *Id.* § 42.105(c)

²⁶⁷ *Id.* § 42.105(d)

²⁶⁸ *Id.* § 42.105(e)

²⁶⁹ *Id.* § 42.152(a)

²⁷⁰ *Id.*

²⁷¹ *Id.*

²⁷² Tex. Elec. Code § 277.002(b)

residence address; and (d) date of signing.²⁷³ Within 180 days after the first signature for the petition is obtained, all signatures must be collected and the petition must be filed with the city.²⁷⁴ The petition must include a map of the area to be released and describe the area by either: (1) metes and bounds; or (2) lot and block number, if there is a recorded map or plat.²⁷⁵ The petition must comply with Chapter 277 of the Election Code,²⁷⁶ and home rule city charters may contain additional petition requirements.

What must a city do upon receipt of a petition?

When a petition is filed with a city, the city secretary or other person verifies the signatures to determine whether the petition is sufficient to require an election. If the petition is sufficient, the city shall order an election on the question of whether to release the area on the first uniform election date after the 90th day following the petition's receipt.²⁷⁷ The election shall be held in the area described in the petition, and the qualified voters of that area may vote on the question of the release²⁷⁸ with the city paying the costs for the election.²⁷⁹ Alternatively, instead of holding an election, the city may voluntarily release the area any time before the date on which the election would have been held.²⁸⁰

What happens following the election?

The city must canvass the election, and within 48 hours after the canvass the city must notify the residents of the area of the results.²⁸¹ While the statute is unclear, this notification requirement appears to be in addition to other public notice a city might routinely give following an election canvass. This requirement may be met by notifying the person who filed the petition.²⁸² If a majority of the voters approved the proposed release, the city must release the area either: (1) at the next meeting of the city's governing body following the canvass; or (2) by the 15th day after the canvass.²⁸³

May a released area be included in a city's ETJ or corporate boundaries?

Not without the owner requesting inclusion. An area released from a city's ETJ may not be included in the ETJ or corporate boundaries of a city unless the owner of the area later requests that the area be included.²⁸⁴

²⁷³ *Id.* § 277.002(a)(1)

²⁷⁴ *Id.* § 277.002(e)

²⁷⁵ Tex. Loc. Gov't Code § 42.152(c)

²⁷⁶ Tex. Elec. Code § 277.001

²⁷⁷ Tex. Loc. Gov't Code § 42.153(a)

²⁷⁸ *Id.* § 42.153(b)

²⁷⁹ *Id.* § 42.153(c)

²⁸⁰ *Id.* § 42.156

²⁸¹ *Id.* § 42.154

²⁸² *Id.* § 42.154(b)

²⁸³ *Id.*

²⁸⁴ *Id.* § 42.105(e)

4.5 Post ETJ Disannexation Requirements

Map Updates Following ETJ Expansion or Reduction:

Cities are required to prepare a map that shows the boundaries of the city and its extraterritorial jurisdiction.²⁸⁵ A copy of the map must be kept in the offices of the city secretary and the city engineer and posted on the city’s website.²⁸⁶ If a city’s ETJ is expanded or reduced, the map shall be immediately corrected to include the annexed territory and note the following: (1) the date the city’s ETJ was changed; (2) the number of the ordinance or resolution, if any, by which the change was made; and (3) a reference to the minutes or ordinance or resolution records where the ordinance or resolution is recorded in full.²⁸⁷

²⁸⁵ *Id.* § 41.001(a)

²⁸⁶ *Id.*

²⁸⁷ *Id.* § 41.001(c)

5.0 OTHER MATTERS AFFECTING ANNEXATION

5.1 Validation of City Action

A governmental act or proceeding of a city is conclusively presumed, as of the date it occurred, to be valid and to have occurred in accordance with all applicable statutes and ordinances if: (1) three years have passed since the effective date of the act or proceeding; and (2) no lawsuit to annul or invalidate the act or proceeding has been filed in that timeframe.²⁸⁸ This validation statute can protect prior city actions from certain procedural missteps or mistakes; however, it does not validate acts or proceedings that were: (1) void at the time they occurred; (2) preempted by state or federal law; or (3) criminal acts.²⁸⁹ Additionally, ordinances defining boundaries of or annexing area to a city are conclusively presumed to have been adopted with the consent of all appropriate persons, except another city, if: (1) two years have expired after the date of the adoption of the ordinance; and (2) an action to annul or review the adoption of the ordinance has not been initiated in that two-year period.²⁹⁰ While validation may be protective against procedural defects and defects related to consent in an annexation, it may not be effective as a defense to an annexation or disannexation that is challenged for non-procedural reasons.²⁹¹

5.2 Challenges to Annexations

The remedies available to individuals wishing to challenge an annexation ordinance depend on whether the challenge is related to an issue or error within the annexation process or to a city's authority to annex the area at all. An annexation may be "voidable" when the city had the authority to annex, but procedural errors occurred during the process. In contrast, an annexation is considered "void" when the city lacks the legal authority to annex the area in question, making the ordinance invalid from the outset (void *ab initio*). Challenges to voidable and void annexations are discussed below.

Voidable Annexations:

If a city has the authority to annex, but fails to follow the proper annexation procedures, the annexation ordinance may be voidable, and the only mechanism to challenge the annexation is a *quo warranto* proceeding.²⁹² *Quo warranto*, meaning

²⁸⁸ *Id.* § 51.003(a)

²⁸⁹ *Id.* § 51.003(b)

²⁹⁰ *Id.* § 43.901

²⁹¹ See *City of Murphy v. City of Parker*, 932 S.W.2d 479 (Tex. 1996) (annexation was challenged as being void *ab initio* based on location of the annexed tract in another city's ETJ but was upheld based on prior validation language)

²⁹² See *May v. City of McKinney*, 479 S.W.2d 114, 120 (Tex. App.--Dallas 1972, writ ref'd n.r.e.); *City of Houston v. Harris County Eastex Oaks Water & Sewer Dist.*, 438 S.W.2d 941, 944 (Tex. App.--Houston [1st Dist.] 1969, writ ref'd n.r.e.); *City of Irving v. Callaway*, 363 S.W.2d 832, 834-35 (Tex. App.--Dallas 1962, writ ref'd n.r.e.); *Lefler v. City of Dallas*, 177 S.W.2d 231, 233-34 (Tex. App.--Dallas 1943, no writ); *Werthmann v. City of Fort Worth*, 121

“by what authority,” originates from English common law and is a legal remedy used by the state to determine whether a power or privilege has been exercised lawfully.²⁹³ State or local prosecutors are the agents of the state who bring *quo warranto* suits rather than individuals or other interested parties.²⁹⁴ The basis for requiring *quo warranto* proceedings is that a judgment in favor of or against a city affecting the public interest binds all citizens and taxpayers even though they were not parties to the suit.²⁹⁵

Void Annexations:

When an ordinance is claimed to be void, rather than merely voidable, a direct legal challenge is appropriate, as opposed to a *quo warranto* proceeding.²⁹⁶ An annexation ordinance is void *ab initio* if the city lacked the authority to annex the area in the first place. In such cases, a private party may challenge the annexation, but to establish standing, the party must demonstrate a unique burden specific to itself.²⁹⁷ The Texas Supreme Court has consistently held that annexation ordinances violating express statutory limits on a city’s authority are void.²⁹⁸ A private party may specifically seek declaratory judgment, mandamus, or injunctive relief to challenge an annexation that is void *ab initio*.²⁹⁹

S.W.3d 803, 807 (Tex. App.--Fort Worth 2003)(holding that the annexation plan requirement of Section 43.052 is procedural).

²⁹³ QUO WARRANTO, Black's Law Dictionary (12th ed. 2024); See also Tex. Civ. Prac. & Rem. Code §66.001.

²⁹⁴ Tex. Civ. Prac. & Rem. Code §66.002

²⁹⁵ See *Alexander Oil Co. v. City of Seguin*, 825 S.W.2d 434, 437 (Tex.1991).

²⁹⁶ *City of Willow Park v. Bryant*, 763 S.W.2d 506, 508 (Tex. App.—Forth Worth 1988, no writ) (holding annexation ordinance void).

²⁹⁷ *Alexander Oil Co.*, 825 S.W.2d at 438-39. See also *City of Port Isabel v. Pinnell*, 161 S.W.3d 233, 239-40 (Tex.App.-Corpus Christi 2005, no pet.) (It is true that a private citizen has standing to challenge a void annexation ordinance if the private citizen shows a special burden under the ordinance. And the showing of the potential imposition of a tax on the plaintiff has been held to satisfy the special burden requirement.); *Sunchase Capital Group, Inc. v. City of Crandall*, 69 S.W.3d 594 (Tex.App.-Tyler 2001); *City of Richmond v. Pecan Grove Mun. Util. Dist.*, No. 01-14-00932-CV, 2015 WL 4966879, at *1 (Tex. App. Aug. 20, 2015)(holding that a MUD did not have standing to challenge a city’s strip annexation through that MUD).

²⁹⁸ See, e.g., *City of West Orange v. State ex rel. City of Orange*, 613 S.W.2d 236, 238 (Tex.1981) (finding ordinance invalid because it purported to annex land not adjacent to city); *City of Waco v. City of McGregor*, 523 S.W.2d 649, 652 (Tex.1975) (opining that ordinance was "void when it was passed" because it attempted to annex territory in contravention of statutory provision); *City of Roanoke v. Town of Westlake*, 111 S.W.3d 617, 638 (Tex. App.—Fort Worth 2003) (finding that annexation by one city into another city’s ETJ was void because the first city was required to obtain the consent of the second); *City of West Lake Hills v. State ex rel. City of Austin*, 466 S.W.2d 722, 729-30 (Tex.1971) (holding that ordinances attempting to annex noncontiguous and nonadjacent land in violation of statute were invalid); *Deacon v. City of Euless*, 405 S.W.2d 59, 64 (Tex.1966) (declaring attempted annexation of territory “null and void” because it exceeded statutory size limitations); *City of Terrell v. Edmonds*, No. 05-19-01248-CV, 2020 WL 5361978 (Tex. App.—Dallas Sept. 8, 2020) (mem. op.).

²⁹⁹ Tex. Loc. Gov’t Code § 43.908; See *Laidlaw Waste Systems (Dallas) v. Wilmer*, 904 S.W.2d 656, 660-61 (Tex.1995); See also *City of Bridge City v. State ex rel. City of Port Arthur*, 792 S.W.2d 217 (Tex. App.--Beaumont 1990, writ denied).

5.3 City's Motives for Annexation are Irrelevant

Courts generally have no authority to judicially review the reasons a city annexes property.³⁰⁰ Thus, the fact that a city annexes property solely for the purposes of raising tax revenue is immaterial to the validity of an annexation. Further, a property owner has no Fourteenth Amendment due process rights with respect to the location of city boundaries; therefore, a Constitutional challenge should not succeed.³⁰¹ For home rule cities, the Texas Constitution grants to the city council the authority to set city boundaries.³⁰² Note that this home rule authority is now limited by Chapter 43.

5.4 Area Receiving Longstanding Treatment as Part of a City

A city's governing body can adopt an ordinance to officially include an adjacent area within the city's boundaries if the following conditions are met:³⁰³

- 1) The records of the city indicate that the area has been a part of the city for at least the preceding 20 years;
- 2) The city has provided municipal services, including police protection, to the area and has otherwise treated the area as a part of the city during the preceding 20 years;
- 3) There has not been a final judicial determination during the preceding 20 years that the area is outside the boundaries of the city; and
- 4) There is no pending lawsuit that challenges the inclusion of the area as part of the city.³⁰⁴

Once the ordinance is adopted, it creates an indisputable presumption that the area is part of the city retroactive to the date the area began receiving treatment as part of the city, which cannot be challenged after the ordinance's effective date.³⁰⁵ While this is not technically "annexation," it feels appropriate to be included here. Additionally, a city exercising this authority would likely need to carry out all the post-annexation updates detailed in Section 2.3, above.

³⁰⁰ *State ex rel. Pan American Production Co. v. Texas City*, 303 S.W.2d 780, 782 (Tex. 1957).

³⁰¹ *State ex rel. Danner v. City of Watauga*, 676 S.W.2d 721 (Tex. App.--Fort Worth 1984, writ ref'd n.r.e.); *Superior Oil Co. v. City of Port Arthur*, 628 S.W.2d 94 (Tex.App.-Beaumont 1981, writ ref'd n.r.e.), *appeal dismissed*, 459 U.S. 802, 103 S.Ct. 25, 74 L.Ed.2d 40 (1982).

³⁰² *Winship v. City of Corpus Christi*, 373 S.W.2d 844, 848 (Tex. Civ. App. – Corpus Christi 1963), *writ refused NRE* (Apr. 22, 1964) (“Appellants’ contentions that the instant annexations amount to a taking of their properties without due process contrary to state and federal constitutional provisions are not supported by the record and are without merit. The questions as to what property shall be embraced within a municipal corporation and taxation of same for municipal purposes present questions essentially political and which by the Constitution are to be determined by the Legislature; and, particularly, as to extension of boundaries, by cities operating under the Home Rule Amendment. The constitutional inhibition against taking private property for public use without compensation has reference solely to the exercise of the right of eminent domain and not to taxation for public use.”)

³⁰³ Tex. Loc. Gov't Code § 41.003(a)

³⁰⁴ *Id.* § 41.003(b)

³⁰⁵ *Id.* § 41.003(a)

5.5 Continuation of Prior Uses

After annexing an area, a city may not prohibit a person from continuing to use their land in the same way it was being used when the annexation process began, as long as the land use was legal at that time, with certain exceptions.³⁰⁶ Additionally, a city cannot stop a person from starting to use their land as planned before the 90th day prior to the annexation's effective date, provided that the planned use required permits or approvals from a government entity and that a complete application for these permits was submitted before the annexation process began.³⁰⁷ An application is considered complete if it includes all the necessary documents and information required by the government entity, as specified in a written notice to the applicant.³⁰⁸

This protection of existing uses does not prevent a city from imposing regulations related to certain specific issues, such as the location of sexually oriented businesses, public nuisances, flood control, and the storage and use of hazardous substances.³⁰⁹ It also allows cities to enforce ordinances affecting colonias and regulations to prevent imminent destruction of property or injury to persons, as well as those related to the sale and use of fireworks.³¹⁰ However, despite these allowances, a city cannot, for 20 years after annexation, prohibit the continued use of a permanent retail structure, over 5,000 square feet, for the indoor seasonal sale of retail goods if it was legally authorized for such use on the annexation's effective date.³¹¹ Additionally, Chapter 251 of the Texas Agriculture Code prohibits a city from imposing certain regulations against an existing agricultural operation. Each city should consult with local legal counsel regarding the ability to impose city regulations on existing uses in a newly annexed area.

5.6 Special Districts and Water Supply Corporations

The annexation of an area that lies within the boundaries of certain types of special districts or water supply corporations may have a unique set of rules that apply, especially regarding provision of services. The rules that govern the annexation of special districts are generally located in Subchapter D of Chapter 43 of the Local Government Code. Additionally, rural water supply corporations may have certificated service areas that are protected from encroachment by federal law. Any city that seeks to annex these types of areas should consult with local legal counsel regarding the specific processes associated with that type of annexation.

³⁰⁶ *Id.* § 43.002(a), (c)

³⁰⁷ *Id.* § 43.002(a)(2)

³⁰⁸ *Id.* § 43.002(b)

³⁰⁹ *Id.* § 43.002(c)

³¹⁰ *Id.*

³¹¹ *Id.* § 43.002(e)

5.7 Annexing Area in Emergency Services Districts

As cities annex property, questions may arise about the application of local sales taxes in the newly annexed territory. If the land was previously part of an emergency service district (ESD) that imposed a sales tax and, upon annexation, will be served by city first responders, who should get the sales taxes when there is not enough room under the two-cent cap for both? The usual first-in-time rule regarding provision of local sales taxes favors the existing ESD, since cities are generally unable to levy sales taxes in the ETJ. Cities and ESDs are authorized to enter into an agreement to allocate the revenue from the local sales tax between the city and the ESD.³¹² Note that there is no requirement on either party to enter the agreement. Additionally, if a city annexes territory in an ESD and intends to be the sole provider of emergency services in the area, it must provide notice to the ESD to complete the removal and perform a number of other steps, both procedural and financial.³¹³

³¹² Tex. Health & Safety Code § 775.0754.

³¹³ *Id.* § 775.022(a)

ACTION ITEM REPORT

- Item Title:** City Manager Report
- A. Wastewater Collection System & Upgrade
 - B. Water Treatment Plant Expansion
 - C. Street Project
 - D. Drainage
 - E. Whipple Road
 - F. COVID-19
 - G. Veteran's Memorial
 - H. Water Funding
 - I. Wastewater Funding
 - J. Senior Citizens Program

Recommendation:

A. Wastewater Collection System & Upgrade - We have about \$700,000 in grant funds to complete additional projects at the Wastewater Plant. We received approval from TWDB to allow us to utilize the funds for areas that need improvement at the plant. Hanson Professional Services is working with TWDB to get the approval so we can get bids.

Additionally, the sewer relocation project on FM 1575 that is required by TxDot will begin construction as soon as we have good weather.

B. Water Treatment Plant Expansion – There are only little items left to be completed. It is taking a long time due to certain products not being available. The plant is operational.

TCEQ conducted an inspection of our reservoirs. We have met with Hanson to develop a plan to address the recommendations but their fee was costly so I will pursue other options.

C. We have received a grant award for \$500,000 for the CDBG funding for the next cycle to repair 7th from Palma to Fresno; 9th from Mesquite to Olmo; 5th from Mesquite to Palma. We received approval for the engineering work to begin. The plans are 100% complete and being reviewed by TDA. Once approved by them we can proceed to the bidding process. Hopefully that puts us in line for construction by the second quarter of 2025.

Other streets in need of repair but not funded include (We have applied for a \$750,000 grant and should know it February if we received the grant): Canal from 1847 to Mesquite; Mesquite from 100 to Canal; 1st from Nogal to the cul-de-sac; 2nd from 1847 to Alamo; Ebano from 100 to 3rd; Nogal from 10th to the shooting range as well as a few others. We are working on a financing plan to address these issues as well as targeting East 1st Street and East 5th Street since both have never been developed. We

discussed this several months ago regarding borrowing the funds to complete these. However, we want to wait to determine the financial impact the water and sewer work that must be done will have on the budget and our citizens on their water, sewer and trash bill.

D. Drainage - Hanson Professional Services has made good progress on these drainage projects. The loan and grant were funded. It is \$843,704 in loan forgiveness which means a grant, free money. It also includes a zero percent interest loan for \$860,000 for the rest of the project. This will be for drainage of Resaca Escondida (south of Nature Park), drainage improvements along Whipple Road and Valle Alto Subdivision and ditches to Highway 100 and a city wide drainage study and plan. Hanson is working on the environmental clearance on the projects. This final approval of the environmental could take from 6 months to a year.

Also we have identified the back up of water along Highway 100 near the Motel and just past the school to the west of FM 1575. Both are the responsibility of TxDot. They don't see it as a major issue so are not interested in doing anything. However, as development occurs behind the Motel and along Evergreen Street soon, we will divert drainage water to the north and away from that area. We are hopeful it will be enough to make a difference during large rain events.

We sent a letter to Cameron County Drainage District # 1 on 2 areas where we feel like they as the drainage district collecting taxes in this area, should take over some drainage ditches that area currently not owned and maintained by anyone (well property is owned by the local property owner). Easements need to be acquired and then the ditches need to be cleaned and maintained. Another area of concern is south on California Road where the drainage ditches are not maintained by anyone. We are working with CCID#6, CCDD#4, the County and a developer to redirect the water. This was discussed at length with the CCDD#1 Board. It was agreed to look at one area at a time to see how this can be dealt with. The concern is if CCDD#1 agrees to take over this area or these areas, it will open the door for many others. I have suggested the CCDD#1 staff to look at all areas that need to be taken over, calculate initial costs and then ongoing costs on an ongoing basis to determine how this can be done. As of now they say it is not in their budget to do these types of things.

E. Whipple Road – Engineering is in progress. They are currently identifying all the utilities that are near the roadway and may need to be moved. This is to widen Whipple Road. The plans call for 2 driving lanes of 12 feet each, a center turn lane 14 feet wide and a 5-foot sidewalk on each side and bike lanes on each side. Construction is scheduled in 2026 but hopefully we can get funding moved up sooner.

F. COVID-19 - The total amount of funds that we received is \$1,941,898.48. There are still some amounts that I am waiting to come in before I can provide you with an accurate accounting of all the projects that have been approved by the Council.

G. Veteran's Memorial – We are hoping that it will be operational by this week with all complete except the final walk thru items. The landscaping will wait for about a month for winter to be over. Once it is complete we will decide on a date to hold an event.

H. Water Funding - We have continued to seek funding in any means possible for upgrades that are needed as part of a system wide study we conducted about 8 years ago. We were notified last week we were approved for funding in the amount of \$13,252,290. TWDB let us know the offering of funding; Loan Forgiveness (grant) for \$9,063,103 or 68.4%, Zero Percent Loan for \$2,190,000 or 16.5%, Equivalency Loan at an interest rate of about 3% for \$1,999,187 or 15.1%. This will require an increase in water rates but we will have to run all the numbers and see how the wastewater is funded as well before we put it all together. This is scheduled to get final approval from TWDB in March.

I. Wastewater Funding - We have continued to seek funding in any means possible for upgrades that are needed as part of a system wide study we conducted about 8 years ago. We were notified last week we were approved for funding in the amount of \$5,867,618. TWDB let us know the offering of funding: Loan Forgiveness (grant) for \$4,082,618 or 69.6% and an Equivalency Loan at an interest rate of about 3% for \$1,785,000 or 30.4%. This will require an increase in water rates but we will have to run all the numbers and see how the wastewater is funded as well before we put it all together. This is scheduled to get final approval from TWDB in March.

J. Senior Citizen's Program - See the attached calendar of events for February. As you can see there is a full schedule of events. Congregate meals began on February 3 with no pick up meals allowed. We have been having 30 to 35 participants daily for the congregate meals. We have had 30 home bound meals delivered each day. We have averaged 15 participants for the other activities such as loteria, presentations, exercise, park walking, field trips and grocery shopping. Volunteers are assisting and we have another employee delivering the home bound meals since the senior citizen's manager needs to stay at the facility. All seems to be moving along smoothly.

February 2025



Los Fresnos
Senior Program
956-233-4350

January '25							March '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

Section F, Item # 1.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 	27 	28	29	30	31 LUNCH SERVED DAILY 11:30 AM - 12:30 PM	1
2	3 COFFEE & BINGO 8:00 AM-11:00 AM VIDA Plena Seguros 1:00 PM	4 COFFEE & BINGO 8:00 AM-11:00 AM Cards 12:30 PM-3:00 PM	5 COFFEE & BINGO 8:00 AM-11:00 AM Cards/T.V./ Walking Group	6 COFFEE & BINGO 8:00 AM-11:00 AM San Juan Shrine Trip 1:00 PM	7 COFFEE & BINGO 8:00 AM -11:00 AM Exercise 11:00 AM-11:30 AM T.V./MOVIE 1:00 PM	
9	10 COFFEE & BINGO 8:00 AM-11:00 AM CARDS/DOMINOS	11 COFFEE & BINGO 8:00 AM-11:00 AM CARD GROUP	12 COFFEE & BINGO 8:00 AM-11:00 AM Exercise 11:00 AM-11:30 AM	13 COFFEE & BINGO 8:00 AM-11:00 AM ART/COLORING 11:00 AM-11:30 AM	14 COFFEE & BINGO 8:00 AM-11:00 AM DOCTOR APPOINTMENTS	15 RODEO PARADE
16	17 COFFEE & BINGO 8:00 AM-11:00 AM CARDS/DOMINOS	18 COFFEE & BINGO 8:00 AM-11:00 AM MALL WALK 1:00 PM-3:00 PM	19 COFFEE & BINGO 8:00 AM-11:00 AM PARK WALKING	20 COFFEE & BINGO 8:00 AM-11:00 AM VISIT AMIGOS HARLINGEN	21 COFFEE & BINGO 8:00 AM-11:00 AM DOCTOR APPOINTMENTS	22
23 	24 COFFEE & BINGO 8:00 AM-11:00 AM Exercise 11:00 AM-11:30 AM	25 COFFEE & BINGO 8:00 AM-11:00 AM GROCERY PICKUP 1:00 PM	26 COFFEE & BINGO 8:00 AM-11:00 AM COMMODITY PICK UP 1:00 PM CARDS 1:00 PM-3:00 PM	27 COFFEE & BINGO 8:00 AM-11:00 AM CARDS/DOMINOS	28 COFFEE & BINGO 8:00 AM-11:00 AM DOCTOR APPOINTMENTS	1
2 	<p>Information: Eligible participants must be 60 years old or older. Eligible participants under 60 years of age are as follows: Spouse is eligible & participates in the program If a person is disabled & lives with a 60-year or older participant Serves as a volunteer at a nutrition site</p> <p>Los Fresnos Community Center, 204 N Brazil St. Los Fresnos, TX 78566</p>					

ACTION ITEM REPORT



Item Title: Financial Report 1. Monthly 2. Year to Date 3. Sales Tax

Recommendation:

I recommend approval.



City of Los Fresnos, TX

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: FVB1-GENERAL FUND CHECKING						
05635	AGUAWORKS PIPE & SUPPLY, INC	01/09/2025	Regular	0.00	231.36	42630
01301	AGUILAR'S AUTOMOTIVE AND DIESEL REPAIR SI	01/09/2025	Regular	0.00	210.00	42631
07320	ALLIED WASTE SERVICES	01/09/2025	Regular	0.00	85,140.94	42632
01565	AMAZON.COM	01/09/2025	Regular	0.00	81.47	42633
05130	APPLIED CONCEPTS INC	01/09/2025	Regular	0.00	2,647.80	42634
09860	AT&T MOBILITY	01/09/2025	Regular	0.00	1,664.10	42635
01556	Azareel Ruiz	01/09/2025	Regular	0.00	100.00	42636
02435	BENJAMIN RANGEL	01/09/2025	Regular	0.00	250.00	42637
01302	BIG M PEST CONTROL, LLC	01/09/2025	Regular	0.00	545.00	42638
04345	CAMERON COUNTY CLERK'S OFFICE	01/09/2025	Regular	0.00	400.00	42639
03545	CITY OF BROWNSVILLE	01/09/2025	Regular	0.00	72.00	42640
00004	CITY OF LOS FRESNOS	01/09/2025	Regular	0.00	2,014.17	42641
00004	CITY OF LOS FRESNOS	01/09/2025	Regular	0.00	-2,014.17	42641
01511	DEPARTMENT OF INFORMATION RESOURCES	01/09/2025	Regular	0.00	10.00	42642
01211	EDWARD GUERRERO	01/09/2025	Regular	0.00	925.00	42643
03200	ENRIQUE C JUAREZ	01/09/2025	Regular	0.00	2,550.00	42644
04635	FOUR STAR DRIVE IN RESTAURANT	01/09/2025	Regular	0.00	95.00	42645
00215	GALLS, LLC	01/09/2025	Regular	0.00	83.65	42646
00225	GENE DANIELS	01/09/2025	Regular	0.00	2,550.00	42647
08053	GRANICUS, LLC	01/09/2025	Regular	0.00	931.94	42648
09830	H2O CONSTRUCTION SERVICES, INC	01/09/2025	Regular	0.00	80,686.46	42649
08196	LA HORMIGA TIRE SHOP	01/09/2025	Regular	0.00	106.00	42650
03405	LEXISNEXIS RISK DATA MANAGEMENT INC	01/09/2025	Regular	0.00	100.00	42651
03005	LINEBARGER GOGGAN BLAIR & SAMPSON	01/09/2025	Regular	0.00	4,502.60	42652
08239	LOS FRESNOS NEWS	01/09/2025	Regular	0.00	420.00	42653
08675	LUIS ANGEL RAMOS	01/09/2025	Regular	0.00	9,579.47	42654
01491	MARICELA TORRES	01/09/2025	Regular	0.00	100.00	42655
05785	MAXIMINO TORRES	01/09/2025	Regular	0.00	685.00	42656
06450	MOTOROLA SOLUTIONS, INC	01/09/2025	Regular	0.00	48,549.30	42657
01274	NewLane Finance Company	01/09/2025	Regular	0.00	583.00	42658
08080	NOVA HEALTHCARE, P.A.	01/09/2025	Regular	0.00	74.17	42659
01690	OMNIBASE SERVICES OF TEXAS, LP	01/09/2025	Regular	0.00	1,860.00	42660
00413	O'REILLY AUTO PARTS	01/09/2025	Regular	0.00	40.46	42661
00925	PEDERSON CONSTRUCTION CO	01/09/2025	Regular	0.00	288,104.07	42662
00430	PETTY CASH	01/09/2025	Regular	0.00	27.66	42663
01332	PNC BANK NATIONAL ASSOCIATION	01/09/2025	Regular	0.00	245.00	42664
00915	PURCHASE POWER	01/09/2025	Regular	0.00	612.66	42665
07855	REGION STAFFING, INC	01/09/2025	Regular	0.00	6,572.80	42666
08263	RIO COMFORT A/C & HEATING, LLC	01/09/2025	Regular	0.00	1,374.00	42667
00460	SAN BENITO NEWS	01/09/2025	Regular	0.00	100.00	42668
03465	SIRCHIE FINGERPRINT LABORATORIES	01/09/2025	Regular	0.00	22.52	42669
07555	SMARTCOM TELEPHONE	01/09/2025	Regular	0.00	49.40	42670
01555	Soyre S. Rangel	01/09/2025	Regular	0.00	50.00	42671
01645	STAPLES	01/09/2025	Regular	0.00	349.64	42672
00515	STATE COMPTROLLER	01/09/2025	Regular	0.00	105,990.23	42673
04005	VALLEY SHREDDING SERVICE	01/09/2025	Regular	0.00	388.30	42674
08298	VESTIS GROUP, INC	01/09/2025	Regular	0.00	163.40	42675
00680	ZARSKY LUMBER	01/09/2025	Regular	0.00	20.98	42676
00004	CITY OF LOS FRESNOS	01/13/2025	Regular	0.00	1,942.17	42677
00305	LOS FRESNOS CHAMBER OF COMMERCE	01/13/2025	Regular	0.00	3,750.00	42678
01411	TEXAS CORDIA CONSTRUCTION, LLC	01/13/2025	Regular	0.00	24,309.60	42679
07755	JACQUELINE MOYA	01/21/2025	Regular	0.00	594.77	42680
01301	AGUILAR'S AUTOMOTIVE AND DIESEL REPAIR SI	01/23/2025	Regular	0.00	212.00	42681
01565	AMAZON.COM	01/23/2025	Regular	0.00	734.98	42682

Check Report

Date Range

Section G, Item # 1.

5

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02740	ANGEL R. HERNANDEZ	01/23/2025	Regular	0.00	836.00	42683
01122	AURORA LIMAS	01/23/2025	Regular	0.00	100.00	42684
01561	BLANCA CARBAJAL	01/23/2025	Regular	0.00	100.00	42685
04345	CAMERON COUNTY CLERK'S OFFICE	01/23/2025	Regular	0.00	600.00	42686
01511	DEPARTMENT OF INFORMATION RESOURCES	01/23/2025	Regular	0.00	10.00	42687
05895	DIRECT ENERGY-UTILITY OPERATIONS	01/23/2025	Regular	0.00	13,705.28	42688
00211	FEDERAL EXPRESS	01/23/2025	Regular	0.00	107.64	42689
09440	FUELMAN	01/23/2025	Regular	0.00	4,102.49	42690
08248	KONICA MINOLTA PREMIERE FINANCE	01/23/2025	Regular	0.00	440.92	42691
00280	L T BOSWELL, LLC	01/23/2025	Regular	0.00	59.99	42692
08196	LA HORMIGA TIRE SHOP	01/23/2025	Regular	0.00	64.00	42693
01553	Legal and Liability Risk Managment Group Inc.	01/23/2025	Regular	0.00	525.00	42694
08239	LOS FRESNOS NEWS	01/23/2025	Regular	0.00	100.00	42695
01558	Netanya Stroud	01/23/2025	Regular	0.00	715.00	42696
00413	O'REILLY AUTO PARTS	01/23/2025	Regular	0.00	88.42	42697
01004	Patino's Welding LLC	01/23/2025	Regular	0.00	175.00	42698
01560	PATRICIA CORONADO	01/23/2025	Regular	0.00	100.00	42699
02060	POSITIVE PROMOTIONS INC.	01/23/2025	Regular	0.00	335.80	42700
08244	PROFESSIONAL SERVICE INDUSTRIES, INC	01/23/2025	Regular	0.00	1,431.50	42701
01231	RAUL QUINTERO	01/23/2025	Regular	0.00	50.00	42702
07855	REGION STAFFING, INC	01/23/2025	Regular	0.00	1,651.20	42703
09000	ROCHA INFRASTRUCTURE CONSTRUCTION	01/23/2025	Regular	0.00	450.00	42704
01559	RYAN J GUTIERREZ	01/23/2025	Regular	0.00	100.00	42705
05415	TIME WARNER CABLE	01/23/2025	Regular	0.00	8.14	42706
01161	Tomas Martinez-Vela	01/23/2025	Regular	0.00	100.00	42707
01362	TOPS - THE OUTDOOR POWER STORE	01/23/2025	Regular	0.00	312.00	42708
08455	VEAE COMMUNICATION SERVICES LLC	01/23/2025	Regular	0.00	2,794.00	42709
08298	VESTIS GROUP, INC	01/23/2025	Regular	0.00	81.70	42710
08329	XEROX BUSINESS SOLUTIONS SOUTHWEST	01/23/2025	Regular	0.00	499.82	42711
00680	ZARSKY LUMBER	01/23/2025	Regular	0.00	3.00	42712
08323	ZEPEDA SPRINKLERS	01/23/2025	Regular	0.00	350.00	42713
08455	VEAE COMMUNICATION SERVICES LLC	01/23/2025	Regular	0.00	1,994.00	42714
01557	LOZANO, EMILY ISABELLA	01/23/2025	Regular	0.00	69.00	42715
01057	Cameron County Regional Mobility Authority	01/24/2025	Regular	0.00	49,364.10	42716
00925	PEDERSON CONSTRUCTION CO	01/29/2025	Regular	0.00	117,892.39	42717
08258	PAYWERX, LLC	01/19/2025	Bank Draft	0.00	-459.50	DFT0000983
08258	PAYWERX, LLC	01/19/2025	Bank Draft	0.00	459.50	DFT0000983
00001	CITY OF L.F. PAYROLL ACCT	01/03/2025	Bank Draft	0.00	122,008.75	DFT0000989
00001	CITY OF L.F. PAYROLL ACCT	01/03/2025	Bank Draft	0.00	2,648.23	DFT0000991
08222	OPENEDGE	01/02/2025	Bank Draft	0.00	527.15	DFT0001009
08222	OPENEDGE	01/02/2025	Bank Draft	0.00	2,263.92	DFT0001010
08222	OPENEDGE	01/02/2025	Bank Draft	0.00	2,757.01	DFT0001011
08174	ELAVON, INC	01/02/2025	Bank Draft	0.00	326.08	DFT0001012
00001	CITY OF L.F. PAYROLL ACCT	01/17/2025	Bank Draft	0.00	120,999.16	DFT0001019
01532	ENTERPRISE FM TRUST	01/21/2025	Bank Draft	0.00	5,562.36	DFT0001025

Bank Code FVB1 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	117	88	0.00	882,719.46
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-2,014.17
Bank Drafts	9	10	0.00	257,092.66
EFT's	0	0	0.00	0.00
	126	99	0.00	1,137,797.95



City of Los Fresnos, TX

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 01 - GENERAL FUND							
Department: 400 - PROPERTY TAXES							
Revenue							
01-400-0100	CURRENT PROP TAXES	1,389,115.00	1,389,115.00	89,458.15	1,564,478.68	175,363.68	112.62 %
01-400-0105	PROPERTY TAX DISCOUNT	-55,000.00	-55,000.00	-58.92	-43,782.85	11,217.15	79.61 %
01-400-0110	DELINQUENT PROP TAXES	25,000.00	25,000.00	3,308.60	23,509.48	-1,490.52	94.04 %
01-400-0120	PENALTY & INT	26,000.00	26,000.00	700.73	4,794.74	-21,205.26	18.44 %
01-400-0130	PROPERTY TAX ADJUSTMENT	-25,000.00	-25,000.00	-7,374.35	-31,215.11	-6,215.11	124.86 %
	Revenue Total:	1,360,115.00	1,360,115.00	86,034.21	1,517,784.94	157,669.94	111.59 %
	Department: 400 - PROPERTY TAXES Total:	1,360,115.00	1,360,115.00	86,034.21	1,517,784.94	157,669.94	111.59 %
Department: 407 - POLICE							
Revenue							
01-407-0240	MUNICIPAL COURT REVENUE	650,000.00	650,000.00	63,666.60	209,214.27	-440,785.73	32.19 %
01-407-0241	COURT FEES-TECH	24,000.00	24,000.00	2,137.10	6,753.20	-17,246.80	28.14 %
01-407-0242	LOCAL TRUANCY PREVENTION FUND	26,000.00	26,000.00	2,549.01	7,968.01	-18,031.99	30.65 %
01-407-0243	LOCAL MUNICIPAL JURY FUND	500.00	500.00	51.10	159.20	-340.80	31.84 %
01-407-0260	COURT FEES-JUDGE	75.00	75.00	20.00	32.50	-42.50	43.33 %
01-407-0270	COURT FEES- SECURITY	26,500.00	26,500.00	2,569.80	8,083.50	-18,416.50	30.50 %
01-407-0280	COURT FEES-CHILD SAFETY FUND	7,000.00	7,000.00	250.00	934.00	-6,066.00	13.34 %
01-407-0290	COURT FEES-SPECIAL EXPENSE	46,000.00	46,000.00	5,474.00	13,226.10	-32,773.90	28.75 %
01-407-0310	POLICE RECORD FEES	200.00	200.00	27.00	120.00	-80.00	60.00 %
01-407-1045	SHOOTING RANGE REVENUE	34,000.00	34,000.00	2,055.00	8,205.00	-25,795.00	24.13 %
01-407-1061	POLICE EDUCATION FROM STATE	1,500.00	1,500.00	0.00	0.00	-1,500.00	0.00 %
01-407-1076	VEST BVP GRANT	1,750.00	1,750.00	0.00	879.36	-870.64	50.25 %
01-407-1091	SERVICE CONTRACT - LFCISD	28,000.00	28,000.00	0.00	0.00	-28,000.00	0.00 %
	Revenue Total:	845,525.00	845,525.00	78,799.61	255,575.14	-589,949.86	30.23 %
	Department: 407 - POLICE Total:	845,525.00	845,525.00	78,799.61	255,575.14	-589,949.86	30.23 %
Department: 410 - CODE ENFORCEMENT							
Revenue							
01-410-1014	GARAGE SALE PERMITS	3,000.00	3,000.00	130.00	1,020.00	-1,980.00	34.00 %
01-410-1016	HEALTH INSPECTIONS	4,500.00	4,500.00	490.00	1,770.00	-2,730.00	39.33 %
01-410-1020	TRANSFER IN - SELF SUPPORTING D...	736,370.00	736,370.00	78,681.25	78,681.25	-657,688.75	10.69 %
01-410-1130	LOT MOWING	500.00	500.00	0.00	0.00	-500.00	0.00 %
	Revenue Total:	744,370.00	744,370.00	79,301.25	81,471.25	-662,898.75	10.94 %
	Department: 410 - CODE ENFORCEMENT Total:	744,370.00	744,370.00	79,301.25	81,471.25	-662,898.75	10.94 %
Department: 412 - SOLID WASTE							
Revenue							
01-412-1090	GARBAGE COLLECTION-RESIDENTIAL	26,000.00	26,000.00	124,859.67	97,185.83	71,185.83	373.79 %
01-412-1100	GARBAGE COLLECTION-COMMERCI...	35,000.00	35,000.00	95,252.17	58,197.14	23,197.14	166.28 %
01-412-1110	COLLECTED SALES TAX-GARBAGE	19,500.00	19,500.00	3,911.56	7,795.42	-11,704.58	39.98 %
01-412-1112	GARBAGE PENALTIES RECEIVABLE	35,000.00	35,000.00	3,836.36	12,496.19	-22,503.81	35.70 %
	Revenue Total:	115,500.00	115,500.00	227,859.76	175,674.58	60,174.58	152.10 %
	Department: 412 - SOLID WASTE Total:	115,500.00	115,500.00	227,859.76	175,674.58	60,174.58	152.10 %
Department: 416 - LIBRARY							
Revenue							
01-416-1017	LIBRARY-COPY MACHINE/FAXES	7,000.00	7,000.00	613.65	1,646.23	-5,353.77	23.52 %
01-416-1131	LIBRARY REVENUES	1,500.00	1,500.00	129.10	359.10	-1,140.90	23.94 %
	Revenue Total:	8,500.00	8,500.00	742.75	2,005.33	-6,494.67	23.59 %
	Department: 416 - LIBRARY Total:	8,500.00	8,500.00	742.75	2,005.33	-6,494.67	23.59 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 430 - FRANCHISE FEES							
Revenue							
01-430-0200	STATE SALES TAX	1,976,000.00	1,976,000.00	144,049.56	613,986.21	-1,362,013.79	31.07 %
01-430-0202	HOTEL/MOTEL TAX	20,000.00	20,000.00	1,252.04	4,969.31	-15,030.69	24.85 %
01-430-0210	FRANCHISE FEE - AEP	200,000.00	200,000.00	16,023.53	75,935.86	-124,064.14	37.97 %
01-430-0220	AT&T LEASE	39,600.00	39,600.00	6,600.00	9,900.00	-29,700.00	25.00 %
01-430-0230	FRANCHISE FEE - AT & T	1,100.00	1,100.00	0.00	3,516.11	2,416.11	319.65 %
01-430-0245	FRANCHISE FEE - TWC	50,000.00	50,000.00	0.00	10,450.10	-39,549.90	20.90 %
01-430-0256	PEG CAPITAL FEE	10,000.00	10,000.00	0.00	2,090.02	-7,909.98	20.90 %
01-430-0261	FRANCHISE FEE - GARBAGE	105,000.00	105,000.00	0.00	28,199.87	-76,800.13	26.86 %
01-430-0271	FRANCHISE FEE - TEXAS GAS	7,000.00	7,000.00	4,195.17	4,195.17	-2,804.83	59.93 %
01-430-0275	SKYWAY	8,900.00	8,900.00	769.76	3,079.04	-5,820.96	34.60 %
01-430-0281	RIGHT OF WAY FRANCHISE FEES	5,000.00	5,000.00	639.06	1,922.37	-3,077.63	38.45 %
	Revenue Total:	2,422,600.00	2,422,600.00	173,529.12	758,244.06	-1,664,355.94	31.30 %
	Department: 430 - FRANCHISE FEES Total:	2,422,600.00	2,422,600.00	173,529.12	758,244.06	-1,664,355.94	31.30 %
Department: 444 - MISCELLANEOUS							
Revenue							
01-444-1000	INTEREST EARNED	115,000.00	115,000.00	0.00	29,017.74	-85,982.26	25.23 %
01-444-1002	CDC ADMIN REVENUE	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
01-444-1015	LICENSE & PERMITS	180,000.00	180,000.00	13,892.03	55,019.17	-124,980.83	30.57 %
01-444-1025	RENTAL FEE COMMUNITY CENTER	14,000.00	14,000.00	2,725.00	6,625.00	-7,375.00	47.32 %
01-444-1027	MISCELLANEOUS INCOME	15,000.00	15,000.00	16,106.47	19,603.79	4,603.79	130.69 %
01-444-1028	RENTAL FEES PARKS	2,300.00	2,300.00	220.00	750.00	-1,550.00	32.61 %
01-444-1029	COMMUNITY CENTER BLDG SECURI...	4,500.00	4,500.00	780.00	1,440.00	-3,060.00	32.00 %
01-444-1040	PLAT REVIEW FEES	20,000.00	20,000.00	60,375.00	61,425.00	41,425.00	307.13 %
01-444-1081	POOL ADMISSION/ RENTAL	4,800.00	4,800.00	0.00	200.00	-4,600.00	4.17 %
01-444-1085	CREDIT CARD PROCESSING FEE	25,000.00	25,000.00	2,597.09	7,979.67	-17,020.33	31.92 %
01-444-1094	SWIMMING LESSONS INCOME	18,000.00	18,000.00	0.00	0.00	-18,000.00	0.00 %
	Revenue Total:	413,600.00	413,600.00	96,695.59	182,060.37	-231,539.63	44.02 %
	Department: 444 - MISCELLANEOUS Total:	413,600.00	413,600.00	96,695.59	182,060.37	-231,539.63	44.02 %
Department: 490 - GRANTS							
Revenue							
01-490-1251	GRANT REVENUE - OSG OVERTIME	81,320.00	81,320.00	0.00	51,459.19	-29,860.81	63.28 %
01-490-1253	GRANT REVENUE - LBSP	50,000.00	50,000.00	0.00	0.00	-50,000.00	0.00 %
01-490-1254	REIMBURSE-DSRIP COMMUNITY H...	60,000.00	60,000.00	0.00	23,059.85	-36,940.15	38.43 %
01-490-1255	HOMELAND SECURITY GRANT	32,500.00	32,500.00	0.00	0.00	-32,500.00	0.00 %
01-490-7560	REIMB FROM FIRE/EMS	98,200.00	98,200.00	0.00	0.00	-98,200.00	0.00 %
01-490-8000	TRANSFER IN	0.00	0.00	320,000.00	702,631.50	702,631.50	0.00 %
	Revenue Total:	322,020.00	322,020.00	320,000.00	777,150.54	455,130.54	241.34 %
	Department: 490 - GRANTS Total:	322,020.00	322,020.00	320,000.00	777,150.54	455,130.54	241.34 %
Department: 502 - ADMINISTRATION							
Expense							
01-502-01100	ADMINISTRATIVE SALARIES	327,780.00	327,780.00	23,977.21	100,011.87	227,768.13	30.51 %
01-502-01500	OVERTIME SALARIES EXPENSE	1,250.00	1,250.00	146.37	525.34	724.66	42.03 %
01-502-02100	PAYROLL TAXES - FICA	20,400.00	20,400.00	1,490.54	6,193.25	14,206.75	30.36 %
01-502-02105	PAYROLL TAXES - MEDICARE	4,770.00	4,770.00	348.67	1,448.52	3,321.48	30.37 %
01-502-02106	HEALTH INSURANCE EXPENSE	43,161.00	43,161.00	1,843.70	13,909.64	29,251.36	32.23 %
01-502-02107	PAYROLL TAXES - TWC	702.00	702.00	19.44	34.53	667.47	4.92 %
01-502-02150	RETIREMENT EXPENSE	22,637.00	22,637.00	1,691.11	7,047.82	15,589.18	31.13 %
01-502-02160	WORKMAN'S COMPENSATION INS...	658.00	658.00	54.66	229.72	428.28	34.91 %
01-502-02210	OTHER INSURANCE	245.00	245.00	9.35	71.40	173.60	29.14 %
01-502-03110	ATTORNEY	10,000.00	10,000.00	450.00	5,575.00	4,425.00	55.75 %
01-502-03115	AUDITOR	27,000.00	27,000.00	0.00	0.00	27,000.00	0.00 %
01-502-03120	VALLEY METRO SERVICE	21,995.00	21,995.00	0.00	0.00	21,995.00	0.00 %
01-502-04100	OFFICE SUPPLIES & PRINTING	23,000.00	23,000.00	883.19	5,246.73	17,753.27	22.81 %
01-502-04110	POSTAGE	2,000.00	2,000.00	107.64	402.84	1,597.16	20.14 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-502-05100	ELECTRICITY	15,000.00	15,000.00	914.58	2,937.70	12,062.30	19.58 %
01-502-05120	TELEPHONE	14,174.00	14,174.00	172.25	2,515.14	11,658.86	17.74 %
01-502-05130	UTILITIES-CITY HALL	7,500.00	7,500.00	0.00	836.51	6,663.49	11.15 %
01-502-06100	ADVERTISING	10,000.00	10,000.00	3,850.00	7,285.00	2,715.00	72.85 %
01-502-06120	LF CHAMBER OF COMMERCE ADV.	45,000.00	45,000.00	0.00	11,250.00	33,750.00	25.00 %
01-502-06130	HEADS & BEDS	22,000.00	22,000.00	0.00	22,000.00	0.00	100.00 %
01-502-09100	TRAVEL & TRAINING	16,000.00	16,000.00	0.00	1,927.38	14,072.62	12.05 %
01-502-09110	ADMIN EXPENSE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-502-10100	DUES & MEMBERSHIP	7,000.00	7,000.00	0.00	1,995.91	5,004.09	28.51 %
01-502-11100	MAINTENANCE OF EQUIPMENT	24,000.00	24,000.00	0.00	4,862.00	19,138.00	20.26 %
01-502-11110	MAINTENANCE OF BUILDING	10,000.00	10,000.00	612.00	6,016.20	3,983.80	60.16 %
01-502-12100	BUILDING INSURANCE	33,000.00	33,000.00	0.00	0.00	33,000.00	0.00 %
01-502-12110	LIABILITY INSURANCE	12,000.00	12,000.00	0.00	17,142.72	-5,142.72	142.86 %
01-502-13500	CAPITAL OUTLAY	0.00	0.00	0.00	80,686.46	-80,686.46	0.00 %
01-502-14100	TECHNOLOGY MAINTENANCE AGRE...	75,542.00	75,542.00	10.00	25,997.70	49,544.30	34.41 %
01-502-30250	PROFESSIONAL SERVICES	500.00	500.00	0.00	0.00	500.00	0.00 %
01-502-99100	MISCELLANEOUS	6,000.00	6,000.00	0.00	674.17	5,325.83	11.24 %
01-502-99101	EVENTS	7,500.00	7,500.00	0.00	3,000.00	4,500.00	40.00 %
	Expense Total:	812,814.00	812,814.00	36,580.71	329,823.55	482,990.45	40.58 %
	Department: 502 - ADMINISTRATION Total:	812,814.00	812,814.00	36,580.71	329,823.55	482,990.45	40.58 %
Department: 503 - MUNICIPAL COURT							
Expense							
01-503-01100	COURT CLERK SALARY	138,760.00	138,760.00	11,004.57	45,526.85	93,233.15	32.81 %
01-503-01500	OVERTIME SALARIES EXPENSE	3,500.00	3,500.00	184.74	398.27	3,101.73	11.38 %
01-503-02100	FICA EXPENSE	8,820.00	8,820.00	689.36	2,812.75	6,007.25	31.89 %
01-503-02105	MEDICARE EXPENSE	2,063.00	2,063.00	161.22	657.83	1,405.17	31.89 %
01-503-02106	HEALTH INSURANCE EXPENSE	21,581.00	21,581.00	1,005.72	7,832.70	13,748.30	36.29 %
01-503-02107	STATE UNEMPLOY TAX EXPENSE	351.00	351.00	11.18	16.51	334.49	4.70 %
01-503-02150	TMRS EXPENSE	9,787.00	9,787.00	784.37	3,219.34	6,567.66	32.89 %
01-503-02160	WORKER'S COMP	285.00	285.00	177.19	713.60	-428.60	250.39 %
01-503-02210	OTHER INSURANCE	122.00	122.00	4.25	34.00	88.00	27.87 %
01-503-03100	JUDGE	35,000.00	35,000.00	2,500.00	8,400.00	26,600.00	24.00 %
01-503-03110	ATTORNEY	20,000.00	20,000.00	2,100.00	4,050.00	15,950.00	20.25 %
01-503-04100	SUPPLIES	4,000.00	4,000.00	88.42	1,243.73	2,756.27	31.09 %
01-503-04110	POSTAGE	3,000.00	3,000.00	0.00	717.95	2,282.05	23.93 %
01-503-05120	TELEPHONE	3,300.00	3,300.00	103.00	3,398.88	-98.88	103.00 %
01-503-09100	TRAVEL & TRAINING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-503-10100	DUES & MEMBERSHIPS	150.00	150.00	0.00	30.83	119.17	20.55 %
01-503-14110	COURT TECHNOLOGY	29,853.00	29,853.00	0.00	1,099.83	28,753.17	3.68 %
01-503-30110	CREDIT CARD SERVICE CHARGE	45,000.00	45,000.00	5,548.08	14,280.03	30,719.97	31.73 %
01-503-99100	MISCELLANEOUS	200.00	200.00	0.00	0.00	200.00	0.00 %
	Expense Total:	328,772.00	328,772.00	24,362.10	94,433.10	234,338.90	28.72 %
	Department: 503 - MUNICIPAL COURT Total:	328,772.00	328,772.00	24,362.10	94,433.10	234,338.90	28.72 %
Department: 504 - TAX ASSESSOR COLLECTOR							
Expense							
01-504-30100	TAX APPRAISAL DISTRICT FEE	45,317.00	45,317.00	0.00	11,681.00	33,636.00	25.78 %
01-504-30300	COUNTY CONTRACT M&O	24,000.00	24,000.00	931.78	16,229.98	7,770.02	67.62 %
	Expense Total:	69,317.00	69,317.00	931.78	27,910.98	41,406.02	40.27 %
	Department: 504 - TAX ASSESSOR COLLECTOR Total:	69,317.00	69,317.00	931.78	27,910.98	41,406.02	40.27 %
Department: 505 - INFORMATION TECHNOLOGY							
Expense							
01-505-01100	INFORAMTION TECHNOLOGY SALA...	63,014.00	63,014.00	0.00	4,902.66	58,111.34	7.78 %
01-505-02100	PAYROLL TAXES FICA	3,907.00	3,907.00	0.00	303.33	3,603.67	7.76 %
01-505-02105	PAYROLL TAXES MEDICARE	914.00	914.00	0.00	70.93	843.07	7.76 %
01-505-02106	HEALTH INSURANCE EXPENSE	7,194.00	7,194.00	0.00	0.01	7,193.99	0.00 %
01-505-02107	PAYROLL TAXES TWC	117.00	117.00	0.00	0.00	117.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-505-02150	TMRS RETIREMENT EXPENSE	4,335.00	4,335.00	0.00	343.68	3,991.32	7.93 %
01-505-02160	WORKMAN'S COMPENSATION	134.00	134.00	0.00	10.61	123.39	7.92 %
01-505-02210	OTHER INSURANCE	41.00	41.00	0.00	0.00	41.00	0.00 %
01-505-02220	CONTRACT- IT SERVICES	9,600.00	9,600.00	1,994.00	6,370.00	3,230.00	66.35 %
01-505-14000	TECHNOLOGY HARDWARE	36,000.00	36,000.00	0.00	4,501.94	31,498.06	12.51 %
01-505-14010	SOFTWARE	9,250.00	9,250.00	0.00	800.00	8,450.00	8.65 %
01-505-14030	NETWORK	2,000.00	2,000.00	13.25	54.72	1,945.28	2.74 %
	Expense Total:	136,506.00	136,506.00	2,007.25	17,357.88	119,148.12	12.72 %
Department: 505 - INFORMATION TECHNOLOGY Total:		136,506.00	136,506.00	2,007.25	17,357.88	119,148.12	12.72 %
Department: 506 - ELECTION							
Expense							
01-506-03000	ELECTIONS CONTRACT	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
01-506-06100	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00 %
01-506-09100	TRAVEL & SCHOOL	2,000.00	2,000.00	414.77	779.77	1,220.23	38.99 %
	Expense Total:	12,500.00	12,500.00	414.77	779.77	11,720.23	6.24 %
Department: 506 - ELECTION Total:		12,500.00	12,500.00	414.77	779.77	11,720.23	6.24 %
Department: 507 - POLICE							
Expense							
01-507-01100	SALARIES EXPENSE	1,366,008.00	1,366,008.00	106,874.33	437,051.10	928,956.90	31.99 %
01-507-01500	POLICE OVERTIME SALARIES EXPE	55,000.00	55,000.00	1,850.97	13,041.78	41,958.22	23.71 %
01-507-01510	OVERTIME - COMMUNITY CENTER	5,000.00	5,000.00	0.00	1,093.95	3,906.05	21.88 %
01-507-01515	OVERTIME-STONE GARDEN	78,320.00	78,320.00	8,251.98	50,992.14	27,327.86	65.11 %
01-507-01520	OVERTIME - SCHOOL SECURITY	6,000.00	6,000.00	0.00	3,455.46	2,544.54	57.59 %
01-507-01525	OVERTIME - LBSP	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
01-507-02100	FICA EXPENSE	96,058.00	96,058.00	7,203.08	30,962.86	65,095.14	32.23 %
01-507-02105	MEDICARE EXPENSE	22,464.00	22,464.00	1,684.59	7,241.32	15,222.68	32.24 %
01-507-02106	HEALTH INSURANCE EXPENSE	187,032.00	187,032.00	8,213.38	57,917.09	129,114.91	30.97 %
01-507-02107	STATE UNEMPLOY TAX EXPENSE	3,042.00	3,042.00	103.63	173.96	2,868.04	5.72 %
01-507-02150	TMRS EXPENSE	106,593.00	106,593.00	8,416.30	35,444.97	71,148.03	33.25 %
01-507-02160	WORKER'S COMP	34,681.00	34,681.00	2,645.15	11,712.87	22,968.13	33.77 %
01-507-02210	OTHER INSURANCE	1,061.00	1,061.00	41.06	299.58	761.42	28.24 %
01-507-03100	BREATHALAZER CONTRACT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-507-03115	FORENSICS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-507-04100	ADMINISTRATIVE SUPPLIES	19,000.00	19,000.00	471.67	3,702.06	15,297.94	19.48 %
01-507-04110	JANITORIAL SUPPLIES	2,000.00	2,000.00	0.00	362.81	1,637.19	18.14 %
01-507-04115	EMPLOYEE SCREENINGS	3,000.00	3,000.00	74.17	990.73	2,009.27	33.02 %
01-507-04120	UNIFORMS	20,000.00	20,000.00	0.00	90.00	19,910.00	0.45 %
01-507-04130	PRISONER EXPENSE	2,000.00	2,000.00	0.00	365.00	1,635.00	18.25 %
01-507-04140	POLICE EQUIPMENT	26,000.00	26,000.00	836.00	4,181.66	21,818.34	16.08 %
01-507-04145	VEST BVP EXPENSE	2,800.00	2,800.00	0.00	1,431.54	1,368.46	51.13 %
01-507-05100	ELECTRICITY	12,000.00	12,000.00	897.30	2,849.70	9,150.30	23.75 %
01-507-05120	TELEPHONE	27,200.00	27,200.00	198.75	6,668.81	20,531.19	24.52 %
01-507-05130	UTILITIES - POLICE	1,100.00	1,100.00	0.00	258.48	841.52	23.50 %
01-507-05135	UTILITIES - TRAINING CENTER	700.00	700.00	0.00	155.04	544.96	22.15 %
01-507-07100	FUEL FOR VEHICLES	60,000.00	60,000.00	2,950.01	15,096.36	44,903.64	25.16 %
01-507-08100	REPAIRS TO VEHICLES	36,000.00	36,000.00	1,660.34	19,745.90	16,254.10	54.85 %
01-507-09100	TRAVEL & TRAINING	10,000.00	10,000.00	0.00	287.00	9,713.00	2.87 %
01-507-09110	STATE EDUCATION TRAINING	1,500.00	1,500.00	525.00	525.00	975.00	35.00 %
01-507-10100	DUES & MEMBERSHIPS	1,000.00	1,000.00	0.00	30.84	969.16	3.08 %
01-507-11100	MAINTENANCE OF EQUIPMENT	2,000.00	2,000.00	0.00	243.49	1,756.51	12.17 %
01-507-11110	MAINTENANCE OF BUILDING	8,500.00	8,500.00	95.00	754.40	7,745.60	8.88 %
01-507-11120	MAINTENANCE OF SHOOTING RAN...	25,000.00	25,000.00	0.00	5,721.22	19,278.78	22.88 %
01-507-12100	BUILDING INSURANCE	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00 %
01-507-12110	LIABILITY INSURANCE	36,000.00	36,000.00	0.00	29,496.04	6,503.96	81.93 %
01-507-13500	CAPITAL OUTLAY	53,000.00	53,000.00	0.00	48,549.30	4,450.70	91.60 %
01-507-14100	TECHNOLOGY MAINTENANCE AGRE...	110,603.00	110,603.00	2,647.80	64,067.06	46,535.94	57.93 %
01-507-30100	SCHOOL SUPPORT/EXPLORERS	6,000.00	6,000.00	0.00	1,345.65	4,654.35	22.43 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-507-30200	CAPITAL LEASE	12,984.00	12,984.00	0.00	0.00	12,984.00	0.00 %
01-507-99100	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00 %
	Expense Total:	2,501,146.00	2,501,146.00	155,640.51	856,305.17	1,644,840.83	34.24 %
	Department: 507 - POLICE Total:	2,501,146.00	2,501,146.00	155,640.51	856,305.17	1,644,840.83	34.24 %
Department: 508 - FIRE							
Expense							
01-508-02160	WORKERS COMP	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-508-03100	FIRE MARSHAL	10,000.00	10,000.00	0.00	2,275.00	7,725.00	22.75 %
01-508-03110	SPECIAL SERVICES- CONTRACT	175,000.00	175,000.00	0.00	43,750.00	131,250.00	25.00 %
01-508-04100	SUPPLIES	1,250.00	1,250.00	0.00	0.00	1,250.00	0.00 %
01-508-05120	TELEPHONE	360.00	360.00	26.50	109.45	250.55	30.40 %
01-508-05130	UTILITIES - FIRE DEPARTMENT	1,000.00	1,000.00	0.00	109.23	890.77	10.92 %
01-508-12100	BUILDING INSURANCE	13,500.00	13,500.00	0.00	0.00	13,500.00	0.00 %
01-508-12110	LIABILITY INSURANCE	25,000.00	25,000.00	0.00	26,577.15	-1,577.15	106.31 %
	Expense Total:	227,610.00	227,610.00	26.50	72,820.83	154,789.17	31.99 %
	Department: 508 - FIRE Total:	227,610.00	227,610.00	26.50	72,820.83	154,789.17	31.99 %
Department: 509 - ENGINEERING							
Expense							
01-509-03000	CONTRACT- BUILDING INSPECTOR	130,000.00	130,000.00	0.00	29,709.43	100,290.57	22.85 %
01-509-30100	PLAT REVIEW	20,000.00	20,000.00	0.00	1,050.00	18,950.00	5.25 %
01-509-30120	ENGINEERING	27,500.00	27,500.00	0.00	30,322.00	-2,822.00	110.26 %
	Expense Total:	177,500.00	177,500.00	0.00	61,081.43	116,418.57	34.41 %
	Department: 509 - ENGINEERING Total:	177,500.00	177,500.00	0.00	61,081.43	116,418.57	34.41 %
Department: 510 - CODE ENFORCEMENT							
Expense							
01-510-01100	ENVIRONMENTAL OFFICER SALARIES	110,173.00	110,173.00	9,542.97	39,558.86	70,614.14	35.91 %
01-510-01500	OVERTIME SALARIES	4,000.00	4,000.00	329.89	1,265.76	2,734.24	31.64 %
01-510-02100	PAYROLL TAXES FICA	7,079.00	7,079.00	611.28	2,525.28	4,553.72	35.67 %
01-510-02105	PAYROLL TAXES MEDICARE	1,656.00	1,656.00	142.97	590.59	1,065.41	35.66 %
01-510-02106	HEALTH INSURANCE	14,387.00	14,387.00	670.48	5,221.80	9,165.20	36.30 %
01-510-02107	PAYROLL TWC	234.00	234.00	10.86	16.01	217.99	6.84 %
01-510-02150	TMRS	7,856.00	7,856.00	692.09	2,861.81	4,994.19	36.43 %
01-510-02160	WORKMAN'S COMPENSATION	2,613.00	2,613.00	305.91	1,356.08	1,256.92	51.90 %
01-510-02210	OTHER INS	82.00	82.00	3.40	27.20	54.80	33.17 %
01-510-03100	ORDINANCE ENFORCEMENT	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
01-510-04100	SUPPLIES & POSTAGE	11,000.00	11,000.00	0.00	3,673.47	7,326.53	33.40 %
01-510-05120	TELEPHONE/INTERNET	1,600.00	1,600.00	26.50	241.78	1,358.22	15.11 %
01-510-07100	FUEL FOR VEHICLES	5,500.00	5,500.00	141.28	945.91	4,554.09	17.20 %
01-510-08100	REPAIRS TO VEHICLES	2,500.00	2,500.00	175.00	618.35	1,881.65	24.73 %
01-510-09100	TRAVEL & TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-510-11100	MAINTENANCE OF EQUIPMENT	500.00	500.00	0.00	0.00	500.00	0.00 %
01-510-11110	MAINTENANCE OF BUILDING	2,000.00	2,000.00	25.00	100.00	1,900.00	5.00 %
01-510-12110	LIABILITY INSURANCE	550.00	550.00	0.00	554.68	-4.68	100.85 %
01-510-30100	ANIMAL CONTROL	850.00	850.00	0.00	180.00	670.00	21.18 %
01-510-99100	MISCELLANEOUS	500.00	500.00	0.00	297.18	202.82	59.44 %
01-510-99115	BAD DEBT EXPENSE- LOT MOWING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
	Expense Total:	183,580.00	183,580.00	12,677.63	60,034.76	123,545.24	32.70 %
	Department: 510 - CODE ENFORCEMENT Total:	183,580.00	183,580.00	12,677.63	60,034.76	123,545.24	32.70 %
Department: 511 - EMERGENCY MEDICAL SERV							
Expense							
01-511-02160	WORKER'S COMP	27,000.00	27,000.00	0.00	20,117.55	6,882.45	74.51 %
01-511-05120	TELEPHONE	350.00	350.00	26.50	109.45	240.55	31.27 %
01-511-05130	UTILITIES-AMBULANCE SERVICE	5,600.00	5,600.00	0.00	1,323.33	4,276.67	23.63 %
01-511-12100	BUILDING INSURANCE	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00 %
01-511-12110	LIABILITY INSURANCE	25,500.00	25,500.00	0.00	27,872.50	-2,372.50	109.30 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-511-30000	LOS FRESNOS AMBULANCE SERVICE	180,000.00	180,000.00	0.00	45,000.00	135,000.00	25.00 %
	Expense Total:	245,650.00	245,650.00	26.50	94,422.83	151,227.17	38.44 %
	Department: 511 - EMERGENCY MEDICAL SERV Total:	245,650.00	245,650.00	26.50	94,422.83	151,227.17	38.44 %
Department: 512 - SOLID WASTE							
Expense							
01-512-05100	ELECTRICITY	375.00	375.00	0.00	0.00	375.00	0.00 %
01-512-99115	BAD DEBT EXPENSE	3,500.00	3,500.00	0.00	-7.34	3,507.34	-0.21 %
	Expense Total:	3,875.00	3,875.00	0.00	-7.34	3,882.34	-0.19 %
	Department: 512 - SOLID WASTE Total:	3,875.00	3,875.00	0.00	-7.34	3,882.34	-0.19 %
Department: 514 - STREETS							
Expense							
01-514-01100	SALARIES EXPENSE	116,080.00	116,080.00	3,016.78	16,133.45	99,946.55	13.90 %
01-514-01125	CONTRACT LABOR	26,624.00	26,624.00	371.20	5,606.40	21,017.60	21.06 %
01-514-01130	CONTRACT LABOR- OVERTIME	2,000.00	2,000.00	0.00	9.60	1,990.40	0.48 %
01-514-01500	OVERTIME SALARIES EXPENSE	3,000.00	3,000.00	265.07	1,135.27	1,864.73	37.84 %
01-514-02100	FICA EXPENSE	5,732.00	5,732.00	202.65	1,065.07	4,666.93	18.58 %
01-514-02105	MEDICARE EXPENSE	1,340.00	1,340.00	47.39	249.08	1,090.92	18.59 %
01-514-02106	HEALTH INSURANCE EXPENSE	17,984.00	17,984.00	335.24	2,610.90	15,373.10	14.52 %
01-514-02107	STATE UNEMPLOY TAX EXPENSE	293.00	293.00	3.28	4.82	288.18	1.65 %
01-514-02150	TMRS EXPENSE	6,361.00	6,361.00	230.06	1,210.54	5,150.46	19.03 %
01-514-02160	WORKER'S COMP	1,899.00	1,899.00	77.98	410.31	1,488.69	21.61 %
01-514-02210	OTHER INSURANCE	102.00	102.00	1.70	13.60	88.40	13.33 %
01-514-04100	TOOLS & SUPPLIES	3,500.00	3,500.00	156.00	684.98	2,815.02	19.57 %
01-514-05100	ELECTRICITY (STREET LIGHTS)	104,000.00	104,000.00	9,659.55	38,161.13	65,838.87	36.69 %
01-514-07100	FUEL FOR VEHICLES	8,000.00	8,000.00	0.00	1,243.33	6,756.67	15.54 %
01-514-08100	REPAIRS TO VEHICLES	7,000.00	7,000.00	1,740.29	2,157.94	4,842.06	30.83 %
01-514-09100	TRAVEL & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
01-514-10100	DUES AND MEMBERSHIP	15,000.00	15,000.00	0.00	409.26	14,590.74	2.73 %
01-514-11100	STREET DRAINAGE & REPAIRS	28,556.00	28,556.00	350.00	5,050.00	23,506.00	17.68 %
01-514-11110	STREET SIGNS & REPAIRS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
01-514-11120	MOWING MACHINE REPAIRS	7,500.00	7,500.00	0.00	2,797.99	4,702.01	37.31 %
01-514-12110	LIABILITY INSURANCE	2,500.00	2,500.00	0.00	2,324.03	175.97	92.96 %
01-514-13500	CAPITAL OUTLAY	0.00	0.00	0.00	117,892.39	-117,892.39	0.00 %
01-514-13515	SIDEWALK PROJECTS	0.00	0.00	49,364.10	49,364.10	-49,364.10	0.00 %
01-514-13520	STREET PROJECTS	50,003.00	50,003.00	0.00	321,010.57	-271,007.57	641.98 %
	Expense Total:	414,474.00	414,474.00	65,821.29	569,544.76	-155,070.76	137.41 %
	Department: 514 - STREETS Total:	414,474.00	414,474.00	65,821.29	569,544.76	-155,070.76	137.41 %
Department: 515 - PARKS							
Expense							
01-515-01100	SALARIES EXPENSE	122,278.00	122,278.00	7,767.84	32,426.03	89,851.97	26.52 %
01-515-01105	POOL LABOR	101,894.00	101,894.00	2,777.43	11,771.44	90,122.56	11.55 %
01-515-01106	SWIMMING LESSONS INSTRUCTOR	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
01-515-01125	CONTRACT LABOR	53,248.00	53,248.00	1,280.00	13,504.00	39,744.00	25.36 %
01-515-01130	CONTRACT LABOR - OVERTIME	500.00	500.00	0.00	484.80	15.20	96.96 %
01-515-01500	OVERTIME SALARIES EXPENSE	5,000.00	5,000.00	489.50	2,916.12	2,083.88	58.32 %
01-515-02100	FICA EXPENSE	14,209.00	14,209.00	681.07	2,896.75	11,312.25	20.39 %
01-515-02105	MEDICARE EXPENSE	3,319.00	3,319.00	159.28	677.46	2,641.54	20.41 %
01-515-02106	HEALTH INSURANCE EXPENSE	25,177.00	25,177.00	1,005.72	7,832.70	17,344.30	31.11 %
01-515-02107	STATE UNEMPLOY TAX EXPENSE	2,633.00	2,633.00	11.03	24.02	2,608.98	0.91 %
01-515-02150	TMRS EXPENSE	8,756.00	8,756.00	578.84	2,477.49	6,278.51	28.29 %
01-515-02160	WORKER'S COMP	3,825.00	3,825.00	209.75	895.54	2,929.46	23.41 %
01-515-02210	OTHER INSURANCE	143.00	143.00	5.10	40.80	102.20	28.53 %
01-515-04100	TOOLS & SUPPLIES	10,000.00	10,000.00	159.00	1,097.35	8,902.65	10.97 %
01-515-04110	POOL SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
01-515-05100	ELECTRICITY - PARKS	10,000.00	10,000.00	199.79	1,896.33	8,103.67	18.96 %
01-515-05110	ELECTRICITY - POOL	8,000.00	8,000.00	727.58	1,427.22	6,572.78	17.84 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-515-05115	ELECTRICITY - BOYS & GIRLS CLUB	10,000.00	10,000.00	621.48	2,259.20	7,740.80	22.59 %
01-515-05116	ELECTRICITY - ALAMO WAREHOUSE	4,000.00	4,000.00	266.60	692.96	3,307.04	17.32 %
01-515-05120	TELEPHONE	200.00	200.00	13.25	54.72	145.28	27.36 %
01-515-05130	UTILITIES - COMMUNITY PARK	3,500.00	3,500.00	0.00	708.60	2,791.40	20.25 %
01-515-05131	UTILITIES - NATURE PARK	1,200.00	1,200.00	0.00	232.07	967.93	19.34 %
01-515-05132	UTILITIES - POOL	3,000.00	3,000.00	0.00	1,541.20	1,458.80	51.37 %
01-515-05135	UTILITIES - BOYS & GIRLS CLUB	1,000.00	1,000.00	0.00	216.03	783.97	21.60 %
01-515-05136	UTILITIES - ALAMO WAREHOUSE	750.00	750.00	0.00	169.21	580.79	22.56 %
01-515-07100	FUEL FOR VEHICLES	10,000.00	10,000.00	669.87	3,031.84	6,968.16	30.32 %
01-515-08100	REPAIRS TO VEHICLES	5,000.00	5,000.00	958.24	1,242.24	3,757.76	24.84 %
01-515-11100	MOWING MACHINE REPAIRS	15,000.00	15,000.00	0.00	2,981.37	12,018.63	19.88 %
01-515-11110	POOL MAINTENANCE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00 %
01-515-11120	POOL CHEMICALS	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00 %
01-515-11130	PARK MAINTENANCE	20,000.00	20,000.00	110.00	2,546.67	17,453.33	12.73 %
01-515-11135	FIELD MAINTENANCE	6,000.00	6,000.00	0.00	1,017.50	4,982.50	16.96 %
01-515-11136	ALAMO WHSE MAINTENANCE	1,500.00	1,500.00	88.00	582.00	918.00	38.80 %
01-515-11145	BOYS & GIRLS CLUB	60,000.00	60,000.00	0.00	15,000.00	45,000.00	25.00 %
01-515-12100	BUILDING INSURANCE	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00 %
01-515-12110	LIABILITY INSURANCE	6,000.00	6,000.00	0.00	6,265.40	-265.40	104.42 %
01-515-30101	HIKE AND BIKE TRAIL PROJECT	150,000.00	150,000.00	0.00	0.00	150,000.00	0.00 %
01-515-30200	CAPITAL LEASE	20,469.00	20,469.00	0.00	0.00	20,469.00	0.00 %
01-515-99100	MISCELLANEOUS	600.00	600.00	0.00	0.00	600.00	0.00 %
Expense Total:		726,301.00	726,301.00	18,779.37	118,909.06	607,391.94	16.37 %
Department: 515 - PARKS Total:		726,301.00	726,301.00	18,779.37	118,909.06	607,391.94	16.37 %

Department: 516 - LIBRARY

Expense							
01-516-01100	SALARIES EXPENSE	137,634.00	137,634.00	10,191.75	42,675.54	94,958.46	31.01 %
01-516-01500	OVERTIME SALARIES EXPENSE	1,500.00	1,500.00	0.00	322.91	1,177.09	21.53 %
01-516-02100	FICA EXPENSE	8,626.00	8,626.00	630.51	2,654.54	5,971.46	30.77 %
01-516-02105	MEDICARE EXPENSE	2,018.00	2,018.00	147.46	620.82	1,397.18	30.76 %
01-516-02106	HEALTH INSURANCE EXPENSE	14,387.00	14,387.00	670.48	5,221.80	9,165.20	36.30 %
01-516-02107	STATE UNEMPLOY TAX EXPENSE	374.00	374.00	10.20	15.33	358.67	4.10 %
01-516-02150	TMRS EXPENSE	7,450.00	7,450.00	575.82	2,445.81	5,004.19	32.83 %
01-516-02160	WORKER'S COMP	373.00	373.00	29.86	125.98	247.02	33.77 %
01-516-02210	OTHER INSURANCE	82.00	82.00	3.40	27.20	54.80	33.17 %
01-516-04100	OFFICE SUPPLIES & POSTAGE	3,100.00	3,100.00	65.36	945.26	2,154.74	30.49 %
01-516-05100	ELECTRICITY	5,300.00	5,300.00	418.40	1,358.51	3,941.49	25.63 %
01-516-05120	TELEPHONE	1,400.00	1,400.00	89.15	361.77	1,038.23	25.84 %
01-516-09100	TRAVEL & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
01-516-10100	DUES & MEMBERSHIP	450.00	450.00	0.00	30.83	419.17	6.85 %
01-516-11100	MAINTENANCE OF EQUIPMENT	1,000.00	1,000.00	0.00	450.00	550.00	45.00 %
01-516-11110	MAINTENANCE OF BUILDING	4,200.00	4,200.00	65.00	864.97	3,335.03	20.59 %
01-516-12100	BUILDING INSURANCE	5,400.00	5,400.00	0.00	0.00	5,400.00	0.00 %
01-516-12110	LIABILITY INSURANCE	2,500.00	2,500.00	0.00	2,662.66	-162.66	106.51 %
01-516-13110	LEASE COPIER	3,500.00	3,500.00	0.00	1,249.55	2,250.45	35.70 %
01-516-13500	CAPITAL OUTLAY	0.00	5,706.20	0.00	5,706.20	0.00	100.00 %
01-516-14100	TECHNOLOGY MAINTENACE AGRE...	6,948.00	6,948.00	8.14	1,902.56	5,045.44	27.38 %
01-516-30100	BOOKS	8,500.00	8,500.00	0.00	41.86	8,458.14	0.49 %
01-516-99100	MISCELLANEOUS	2,000.00	1,824.80	326.08	712.59	1,112.21	39.05 %
Expense Total:		217,742.00	223,273.00	13,231.61	70,396.69	152,876.31	31.53 %
Department: 516 - LIBRARY Total:		217,742.00	223,273.00	13,231.61	70,396.69	152,876.31	31.53 %

Department: 517 - COMMUNITY CENTER

Expense							
01-517-04100	SUPPLIES	2,500.00	2,500.00	32.68	591.57	1,908.43	23.66 %
01-517-11100	MAINTENANCE OF EQUIPMENT	937.00	937.00	0.00	0.00	937.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
01-517-11110	MAINTENANCE OF BUILDING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
	Expense Total:	5,437.00	5,437.00	32.68	591.57	4,845.43	10.88 %
	Department: 517 - COMMUNITY CENTER Total:	5,437.00	5,437.00	32.68	591.57	4,845.43	10.88 %
Department: 518 - EMERGENCY MANAGEMENT							
Expense							
01-518-01100	COORDINATOR SALARY	6,145.00	6,145.00	472.70	1,985.34	4,159.66	32.31 %
01-518-02100	FICA	381.00	381.00	29.30	123.07	257.93	32.30 %
01-518-02105	MEDICARE	89.00	89.00	6.86	28.81	60.19	32.37 %
01-518-02107	STATE UNEMPLOYMENT TAX EXPE...	117.00	117.00	7.06	10.59	106.41	9.05 %
01-518-02150	TMRS	423.00	423.00	33.14	139.19	283.81	32.91 %
01-518-02160	WORKERS COMPENSATION	141.00	141.00	12.92	58.14	82.86	41.23 %
01-518-04100	SUPPLIES	5,000.00	5,000.00	0.00	-110.92	5,110.92	-2.22 %
01-518-05120	TELEPHONE/COMMUNICATION	25,000.00	25,000.00	0.00	90.00	24,910.00	0.36 %
01-518-07110	DIESEL FUEL - DISASTER	1,000.00	1,000.00	341.33	341.33	658.67	34.13 %
01-518-09100	TRAVEL & TRAINING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
01-518-11100	MAINTENANCE EQUIPMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
01-518-14100	TECHNOLOGY MAINTENANCE AGRE...	45,743.00	45,743.00	0.00	30,936.67	14,806.33	67.63 %
	Expense Total:	88,539.00	88,539.00	903.31	33,602.22	54,936.78	37.95 %
	Department: 518 - EMERGENCY MANAGEMENT Total:	88,539.00	88,539.00	903.31	33,602.22	54,936.78	37.95 %
Department: 519 - OTHER GENERAL EXPENSES							
Expense							
01-519-30160	OUTSOURCE PAYROLL SERVICE	3,000.00	3,000.00	-459.50	1,684.00	1,316.00	56.13 %
01-519-30170	RCI TECHNOLOGIES- FA/RECORDS	8,000.00	8,000.00	0.00	388.30	7,611.70	4.85 %
01-519-30260	THANKSGIVING/CHRISTMAS PARTY	7,500.00	15,500.00	335.80	6,164.50	9,335.50	39.77 %
	Expense Total:	18,500.00	26,500.00	-123.70	8,236.80	18,263.20	31.08 %
	Department: 519 - OTHER GENERAL EXPENSES Total:	18,500.00	26,500.00	-123.70	8,236.80	18,263.20	31.08 %
Department: 522 - EXPENDITURES CH 59							
Expense							
01-522-30130	TRANSFER OUT	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00 %
	Expense Total:	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00 %
	Department: 522 - EXPENDITURES CH 59 Total:	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00 %
Department: 523 - DSRIP-COMMUNITY HEALT							
Expense							
01-523-01100	SALARIES EXPENSE	38,456.00	38,456.00	2,958.40	12,425.28	26,030.72	32.31 %
01-523-01500	OVERTIME	500.00	500.00	0.00	0.00	500.00	0.00 %
01-523-02100	FICA EXPENSE	2,415.00	2,415.00	180.51	747.42	1,667.58	30.95 %
01-523-02105	MEDICARE EXPENSE	565.00	565.00	42.22	174.82	390.18	30.94 %
01-523-02106	HEALTH INSURANCE EXPENSE	7,194.00	7,194.00	335.24	2,610.90	4,583.10	36.29 %
01-523-02107	STATE UNEMPLOY TAX EXPENSE	117.00	117.00	2.96	4.44	112.56	3.79 %
01-523-02150	TMRS EXPENSE	2,680.00	2,680.00	207.38	871.00	1,809.00	32.50 %
01-523-02160	WORKER'S COMP	650.00	650.00	56.24	236.21	413.79	36.34 %
01-523-02210	OTHER INSURANCE	41.00	41.00	1.70	13.60	27.40	33.17 %
01-523-04100	SUPPLIES	6,000.00	6,000.00	0.00	1,622.85	4,377.15	27.05 %
01-523-05120	TELEPHONE	1,100.00	1,100.00	13.25	277.05	822.95	25.19 %
	Expense Total:	59,718.00	59,718.00	3,797.90	18,983.57	40,734.43	31.79 %
	Department: 523 - DSRIP-COMMUNITY HEALT Total:	59,718.00	59,718.00	3,797.90	18,983.57	40,734.43	31.79 %
	Fund: 01 - GENERAL FUND Surplus (Deficit):	-1.00	-13,532.00	727,852.08	1,314,738.58	1,328,270.58	-9,715.77 %
	Report Surplus (Deficit):	-1.00	-13,532.00	727,852.08	1,314,738.58	1,328,270.58	-9,715.77 %



City of Los Fresnos, TX

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: FVB2-WATER & SEWER CHECKING						
01565	AMAZON.COM	01/09/2025	Regular	0.00	55.47	152906
09860	AT&T MOBILITY	01/09/2025	Regular	0.00	447.47	152907
01302	BIG M PEST CONTROL, LLC	01/09/2025	Regular	0.00	25.00	152908
00004	CITY OF LOS FRESNOS	01/09/2025	Regular	0.00	456.32	152909
05895	DIRECT ENERGY-UTILITY OPERATIONS	01/09/2025	Regular	0.00	9,224.92	152910
02325	EAST RIO HONDO WATER	01/09/2025	Regular	0.00	962.09	152911
09175	FERGUSON ENTERPRISES, INC	01/09/2025	Regular	0.00	3,434.40	152912
00250	HACH CHEMICAL	01/09/2025	Regular	0.00	971.00	152913
07860	LINDE GAS & EQUIPMENT INC	01/09/2025	Regular	0.00	86.94	152914
05785	MAXIMINO TORRES	01/09/2025	Regular	0.00	265.00	152915
01274	NewLane Finance Company	01/09/2025	Regular	0.00	106.00	152916
00413	O'REILLY AUTO PARTS	01/09/2025	Regular	0.00	7.98	152917
08213	PUMPS OF HOUSTON, INC	01/09/2025	Regular	0.00	1,265.00	152918
00915	PURCHASE POWER	01/09/2025	Regular	0.00	10.72	152919
07855	REGION STAFFING, INC	01/09/2025	Regular	0.00	5,625.60	152920
	Void	01/09/2025	Regular	0.00	0.00	152921
	Void	01/09/2025	Regular	0.00	0.00	152922
03225	SOUTHERN PETROLEUM LABORATORIES, INC.	01/09/2025	Regular	0.00	205.00	152923
05350	TEAM GRAPHIX & AWARDS	01/09/2025	Regular	0.00	800.00	152924
05915	TOWN OF INDIAN LAKE - UTILITY FUND	01/09/2025	Regular	0.00	3,900.51	152925
08299	UNIFIRST HOLDINGS INC	01/09/2025	Regular	0.00	625.39	152926
08298	VESTIS GROUP, INC	01/09/2025	Regular	0.00	152.52	152927
00680	ZARSKY LUMBER	01/09/2025	Regular	0.00	62.74	152928
01563	AT&T SERVICES INC	01/23/2025	Regular	0.00	1,510.38	152929
08070	DEPARTMENT OF STATE HEALTH SERVICES	01/23/2025	Regular	0.00	57.18	152930
02325	EAST RIO HONDO WATER	01/23/2025	Regular	0.00	334.18	152931
09440	FUELMAN	01/23/2025	Regular	0.00	2,950.01	152932
08690	LUIS MASCORRO	01/23/2025	Regular	0.00	935.00	152933
07535	PVS DX INC.	01/23/2025	Regular	0.00	340.00	152934
07855	REGION STAFFING, INC	01/23/2025	Regular	0.00	2,304.00	152935
01131	RIO GRANDE WASTE CO LLC	01/23/2025	Regular	0.00	4,050.00	152936
03225	SOUTHERN PETROLEUM LABORATORIES, INC.	01/23/2025	Regular	0.00	205.00	152937
04650	TYLER TECHNOLOGIES	01/23/2025	Regular	0.00	94.70	152938
08299	UNIFIRST HOLDINGS INC	01/23/2025	Regular	0.00	385.76	152939
08455	VEAE COMMUNICATION SERVICES LLC	01/23/2025	Regular	0.00	800.00	152940
08298	VESTIS GROUP, INC	01/23/2025	Regular	0.00	152.52	152941
08520	XYLEM WATERING SOLUTIONS, INC	01/23/2025	Regular	0.00	5,229.34	152942
00680	ZARSKY LUMBER	01/23/2025	Regular	0.00	50.49	152943
00001	CITY OF L.F. PAYROLL ACCT	01/03/2025	Bank Draft	0.00	39,692.24	DFT0000990
08222	OPENEDGE	01/02/2025	Bank Draft	0.00	2,399.40	DFT0001013
08222	OPENEDGE	01/02/2025	Bank Draft	0.00	2,536.32	DFT0001014
08222	OPENEDGE	01/02/2025	Bank Draft	0.00	9,049.05	DFT0001015
00001	CITY OF L.F. PAYROLL ACCT	01/17/2025	Bank Draft	0.00	39,211.36	DFT0001020
01532	ENTERPRISE FM TRUST	01/21/2025	Bank Draft	0.00	1,839.36	DFT0001026

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01532	ENTERPRISE FM TRUST	01/21/2025	Bank Draft	0.00	-1,839.39	DFT0001027

Bank Code FVB2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	45	36	0.00	48,088.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	7	7	0.00	92,888.34
EFT's	0	0	0.00	0.00
	52	45	0.00	140,976.97



City of Los Fresnos, TX

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance (Unfavorable)	Percent Used
Fund: 05 - UTILITY FUND							
Department: 444 - MISCELLANEOUS							
Revenue							
05-444-1020	MISCELLANEOUS INCOME	0.00	0.00	0.00	39.80	39.80	0.00 %
05-444-5010	WATER SALES REVENUES	1,360,000.00	1,360,000.00	219,851.02	438,342.06	-921,657.94	32.23 %
05-444-5020	WATER TAP FEES	30,000.00	30,000.00	66,000.00	73,200.00	43,200.00	244.00 %
05-444-5030	WATER UTL. EXP. FEES & CAPITAL	14,000.00	14,000.00	38,500.00	38,850.00	24,850.00	277.50 %
05-444-5040	PROCESSING FEES	25,000.00	25,000.00	3,825.00	9,275.00	-15,725.00	37.10 %
05-444-5050	15% PENALTIES	64,000.00	64,000.00	6,521.12	21,444.25	-42,555.75	33.51 %
05-444-5080	INTEREST EARNED	78,000.00	78,000.00	0.00	19,385.44	-58,614.56	24.85 %
05-444-5095	NSF CHARGES	500.00	500.00	0.00	200.00	-300.00	40.00 %
05-444-6010	SEWER REVENUES	1,160,000.00	1,160,000.00	199,216.48	398,090.35	-761,909.65	34.32 %
05-444-6012	SEWER REVENUE - INDIAN LAKE	124,000.00	124,000.00	29,753.85	59,257.87	-64,742.13	47.79 %
05-444-6014	SEWER REVENUE - EAST RIO HONDO	302,000.00	302,000.00	0.00	77,377.31	-224,622.69	25.62 %
05-444-6020	SEWER TAP FEES	14,000.00	14,000.00	97,125.00	98,350.00	84,350.00	702.50 %
05-444-9901	TRANSFER IN	73,064.00	73,064.00	0.00	0.00	-73,064.00	0.00 %
	Revenue Total:	3,244,564.00	3,244,564.00	660,792.47	1,233,812.08	-2,010,751.92	38.03 %
	Department: 444 - MISCELLANEOUS Total:	3,244,564.00	3,244,564.00	660,792.47	1,233,812.08	-2,010,751.92	38.03 %
Department: 502 - ADMINISTRATION							
Expense							
05-502-01100	SALARIES - WATER	402,313.00	402,313.00	28,206.88	119,383.55	282,929.45	29.67 %
05-502-01125	CONTRACT LABOR	39,936.00	39,936.00	1,152.00	9,552.00	30,384.00	23.92 %
05-502-01130	CONTRACT LABOR -OT	1,500.00	1,500.00	0.00	1,152.00	348.00	76.80 %
05-502-01500	OVERTIME SALARIES EXPENSE	26,000.00	26,000.00	1,789.06	9,697.24	16,302.76	37.30 %
05-502-02100	FICA EXPENSE	26,555.00	26,555.00	1,852.10	7,943.24	18,611.76	29.91 %
05-502-02105	MEDICARE EXPENSE	6,210.00	6,210.00	433.15	1,857.70	4,352.30	29.91 %
05-502-02106	HEALTH INSURANCE EXPENSE	57,908.00	57,908.00	2,430.43	18,703.87	39,204.13	32.30 %
05-502-02107	STATE UNEMPLOY TAX EXPENSE	942.00	942.00	26.37	42.42	899.58	4.50 %
05-502-02140	OPEB EXPENSE - WATER	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-502-02150	TMRS EXPENSE	29,469.00	29,469.00	2,102.72	8,951.92	20,517.08	30.38 %
05-502-02160	WORKER'S COMP	5,461.00	5,461.00	355.61	1,563.96	3,897.04	28.64 %
05-502-02210	OTHER INSURANCE	328.00	328.00	11.74	92.21	235.79	28.11 %
05-502-03115	AUDITOR	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00 %
05-502-04100	SUPPLIES & POSTAGE	13,500.00	13,500.00	0.00	2,139.40	11,360.60	15.85 %
05-502-05100	ELECTRICITY	15,000.00	15,000.00	0.00	3,699.18	11,300.82	24.66 %
05-502-05120	TELEPHONE	7,544.00	7,544.00	53.00	1,541.40	6,002.60	20.43 %
05-502-06100	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00 %
05-502-09100	TRAVEL & TRAINING	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00 %
05-502-10100	DUES & MEMBERSHIP	1,000.00	1,000.00	0.00	601.33	398.67	60.13 %
05-502-12100	STRUCTURE INSURANCE	21,000.00	21,000.00	0.00	0.00	21,000.00	0.00 %
05-502-12110	LIABILITY INSURANCE	11,000.00	11,000.00	0.00	8,950.24	2,049.76	81.37 %
05-502-30115	CREDIT CARD EXPENSE	31,500.00	31,500.00	5,792.68	17,269.46	14,230.54	54.82 %
05-502-30250	PROFESSIONAL SERVICES	500.00	500.00	0.00	0.00	500.00	0.00 %
05-502-99100	MISCELLANEOUS	1,000.00	1,000.00	0.00	46.58	953.42	4.66 %
05-502-99115	BAD DEBT EXPENSE	4,000.00	4,000.00	0.00	-12.73	4,012.73	-0.32 %
	Expense Total:	721,666.00	721,666.00	44,205.74	213,174.97	508,491.03	29.54 %
	Department: 502 - ADMINISTRATION Total:	721,666.00	721,666.00	44,205.74	213,174.97	508,491.03	29.54 %
Department: 505 - INFORMATION TECHNOLOGY							
Expense							
05-505-01100	INFORMATION TECHNOLOGY SALA...	31,507.00	31,507.00	0.00	2,451.32	29,055.68	7.78 %
05-505-02100	FICA EXPENSE	1,953.00	1,953.00	0.00	151.66	1,801.34	7.77 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
05-505-02105	MEDICARE EXPENSE	457.00	457.00	0.00	35.47	421.53	7.76 %
05-505-02106	HEALTH INSURANCE EXPENSE	3,597.00	3,597.00	0.00	-0.01	3,597.01	0.00 %
05-505-02107	TWC EXPENSE	59.00	59.00	0.00	0.00	59.00	0.00 %
05-505-02150	TMRS EXPENSE	2,168.00	2,168.00	0.00	171.83	1,996.17	7.93 %
05-505-02160	WORKER'S COMP INS.(TML)	67.00	67.00	0.00	5.31	61.69	7.93 %
05-505-02210	OTHER INSURANCE EXPENSE	20.00	20.00	0.00	0.01	19.99	0.05 %
05-505-02220	CONTRACT- IT SERVICES	0.00	0.00	997.00	2,597.00	-2,597.00	0.00 %
05-505-14000	HARDWARE	12,750.00	12,750.00	0.00	2,250.97	10,499.03	17.65 %
05-505-14010	SOFTWARE	4,625.00	4,625.00	0.00	0.00	4,625.00	0.00 %
05-505-14030	NETWORK	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
	Expense Total:	58,203.00	58,203.00	997.00	7,663.56	50,539.44	13.17 %
	Department: 505 - INFORMATION TECHNOLOGY Total:	58,203.00	58,203.00	997.00	7,663.56	50,539.44	13.17 %
Department: 520 - CAPTIAL OUTLAY							
Expense							
05-520-13500	WATER METERS	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00 %
	Expense Total:	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00 %
	Department: 520 - CAPTIAL OUTLAY Total:	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00 %
Department: 526 - WATER SUPPLIES							
Expense							
05-526-04100	CHEMICALS	100,000.00	100,000.00	7.98	39,327.45	60,672.55	39.33 %
05-526-04110	SUPPLIES, TOOLS & EQUIPMENT	12,000.00	12,000.00	991.46	3,090.08	8,909.92	25.75 %
05-526-04120	UNIFORMS & CLOTHING	5,000.00	5,000.00	505.57	1,572.97	3,427.03	31.46 %
05-526-04130	WATER CONNECTIONS	20,000.00	20,000.00	3,434.40	12,440.53	7,559.47	62.20 %
05-526-04150	WATER TESTING	7,500.00	7,500.00	467.18	2,458.60	5,041.40	32.78 %
05-526-07100	FUEL FOR VEHICLES	10,000.00	10,000.00	1,475.00	5,391.76	4,608.24	53.92 %
	Expense Total:	154,500.00	154,500.00	6,881.59	64,281.39	90,218.61	41.61 %
	Department: 526 - WATER SUPPLIES Total:	154,500.00	154,500.00	6,881.59	64,281.39	90,218.61	41.61 %
Department: 527 - MAINTENANCE OF WATER S							
Expense							
05-527-11100	WATER PLANT MAINTENANCE	4,000.00	4,000.00	0.00	18,473.00	-14,473.00	461.83 %
05-527-11150	WAREHOUSE MAINTENANCE	8,500.00	8,500.00	253.78	1,716.99	6,783.01	20.20 %
	Expense Total:	12,500.00	12,500.00	253.78	20,189.99	-7,689.99	161.52 %
	Department: 527 - MAINTENANCE OF WATER S Total:	12,500.00	12,500.00	253.78	20,189.99	-7,689.99	161.52 %
Department: 528 - MAINTENANCE OF WATER E							
Expense							
05-528-08100	REPAIRS TO VEHICLES	6,000.00	6,000.00	1,839.36	4,962.38	1,037.62	82.71 %
05-528-11200	WATER PLANT EQUIPMENT	15,000.00	15,000.00	0.00	5,924.67	9,075.33	39.50 %
05-528-11210	WATER LINE MAINTENANCE	10,000.00	10,000.00	1,510.38	7,678.41	2,321.59	76.78 %
05-528-11230	FIRE HYDRANT REPAIRS	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
	Expense Total:	56,000.00	56,000.00	3,349.74	18,565.46	37,434.54	33.15 %
	Department: 528 - MAINTENANCE OF WATER E Total:	56,000.00	56,000.00	3,349.74	18,565.46	37,434.54	33.15 %
Department: 529 - WATER PURCHASES							
Expense							
05-529-04100	C.C.I.D. #6 WATER	28,000.00	28,000.00	0.00	14,237.75	13,762.25	50.85 %
05-529-04110	TOWN INDIAN LAKE-WATER PURC...	15,602.00	15,602.00	3,900.51	3,900.51	11,701.49	25.00 %
	Expense Total:	43,602.00	43,602.00	3,900.51	18,138.26	25,463.74	41.60 %
	Department: 529 - WATER PURCHASES Total:	43,602.00	43,602.00	3,900.51	18,138.26	25,463.74	41.60 %
Department: 530 - WATER MISCELLANEOUS EX							
Expense							
05-530-14100	TECHNOLOGY MAINTENANCE AGRE...	49,986.00	49,986.00	0.00	6,469.13	43,516.87	12.94 %
05-530-30100	AGENT FEE ON WATER BONDS	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00 %
05-530-30110	TEXAS WATER COMM. PERMIT	5,000.00	5,000.00	0.00	4,726.05	273.95	94.52 %
05-530-30170	SLUDGE REMOVAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
05-530-30500	WATER TANK INSP. & CLEANING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
05-530-30520	SOUTHMOST REGIONAL M&O	125,957.00	125,957.00	0.00	0.00	125,957.00	0.00 %
05-530-30525	SRWA- EXCESS WATER CONSUMPT...	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00 %
05-530-99999	DEPRECIATION EXPENSE	230,000.00	230,000.00	0.00	0.00	230,000.00	0.00 %
	Expense Total:	620,043.00	620,043.00	0.00	11,195.18	608,847.82	1.81 %
Department: 530 - WATER MISCELLANEOUS EX Total:		620,043.00	620,043.00	0.00	11,195.18	608,847.82	1.81 %
Department: 532 - WATER BONDED INDEBTEDN							
Expense							
05-532-30200	CAPITAL LEASE	17,949.00	17,949.00	0.00	0.00	17,949.00	0.00 %
05-532-80125	SRWA - DEBT SERVICE	51,899.00	51,899.00	0.00	0.00	51,899.00	0.00 %
	Expense Total:	69,848.00	69,848.00	0.00	0.00	69,848.00	0.00 %
Department: 532 - WATER BONDED INDEBTEDN Total:		69,848.00	69,848.00	0.00	0.00	69,848.00	0.00 %
Department: 534 - SEWER ADMINISTRATION							
Expense							
05-534-01100	SALARIES - SEWER	402,313.00	402,313.00	28,206.88	119,383.55	282,929.45	29.67 %
05-534-01125	CONTRACT LABOR	39,936.00	39,936.00	1,152.00	9,808.00	30,128.00	24.56 %
05-534-01130	CONTRACT LABOR - OT	1,500.00	1,500.00	0.00	896.00	604.00	59.73 %
05-534-01500	OVERTIME SALARIES EXPENSE	26,000.00	26,000.00	1,789.06	9,697.24	16,302.76	37.30 %
05-534-02100	FICA EXPENSE	26,555.00	26,555.00	1,852.10	7,943.24	18,611.76	29.91 %
05-534-02105	MEDICARE EXPENSE	6,210.00	6,210.00	433.15	1,857.70	4,352.30	29.91 %
05-534-02106	HEALTH INSURANCE EXPENSE	57,908.00	57,908.00	2,430.43	18,703.87	39,204.13	32.30 %
05-534-02107	STATE UNEMPLOY TAX EXPENSE	942.00	942.00	26.37	42.42	899.58	4.50 %
05-534-02140	OPEB EXPENSE - SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
05-534-02150	TMRS EXPENSE	29,469.00	29,469.00	2,102.72	8,951.92	20,517.08	30.38 %
05-534-02160	WORKER'S COMP	5,461.00	5,461.00	355.61	1,563.96	3,897.04	28.64 %
05-534-02210	OTHER INSURANCE	328.00	328.00	11.74	92.21	235.79	28.11 %
05-534-03115	AUDITOR	13,500.00	13,500.00	0.00	0.00	13,500.00	0.00 %
05-534-03140	COLLECTION FEES - ERHWS	22,000.00	22,000.00	1,437.63	5,653.04	16,346.96	25.70 %
05-534-04100	SUPPLIES & POSTAGE	13,000.00	13,000.00	0.00	2,139.42	10,860.58	16.46 %
05-534-05100	ELECTRICITY	88,000.00	88,000.00	0.00	25,262.37	62,737.63	28.71 %
05-534-05120	TELEPHONE	7,544.00	7,544.00	53.00	1,541.43	6,002.57	20.43 %
05-534-05130	LIFT STATIONS - WATER ERHWS	4,400.00	4,400.00	334.18	1,908.14	2,491.86	43.37 %
05-534-05135	UTILITES - WASTEWATER	5,500.00	5,500.00	0.00	1,368.96	4,131.04	24.89 %
05-534-09100	TRAVEL & TRAINING	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00 %
05-534-10100	DUES & MEMBERSHIP	200.00	200.00	0.00	0.49	199.51	0.25 %
05-534-11400	CAPITAL OUTLAY	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
05-534-12100	STRUCTURE INSURANCE	2,750.00	2,750.00	0.00	0.00	2,750.00	0.00 %
05-534-12110	LIABILITY INSURANCE	10,750.00	10,750.00	0.00	8,950.24	1,799.76	83.26 %
05-534-30115	CREDIT CARD EXPENSE	31,500.00	31,500.00	5,792.69	17,269.50	14,230.50	54.82 %
05-534-30120	ENGINEERING	5,500.00	5,500.00	0.00	0.00	5,500.00	0.00 %
05-534-30250	PROFESSIONAL SERVICES	500.00	500.00	0.00	6,370.00	-5,870.00	1,274.00 %
05-534-99100	MISCELLANEOUS	1,000.00	1,000.00	0.00	846.59	153.41	84.66 %
05-534-99115	BAD DEBT EXPENSE	3,000.00	3,000.00	0.00	-13.56	3,013.56	-0.45 %
	Expense Total:	831,266.00	831,266.00	45,977.56	250,236.73	581,029.27	30.10 %
Department: 534 - SEWER ADMINISTRATION Total:		831,266.00	831,266.00	45,977.56	250,236.73	581,029.27	30.10 %
Department: 535 - INFORMATION TECHNOLOG							
Expense							
05-535-01100	ADMINISTRATION SALARY	31,507.00	31,507.00	0.00	2,451.32	29,055.68	7.78 %
05-535-02100	FICA EXPENSE	1,953.00	1,953.00	0.00	151.66	1,801.34	7.77 %
05-535-02105	MEDICARE EXPENSE	457.00	457.00	0.00	35.47	421.53	7.76 %
05-535-02106	HEALTH INSURANCE EXPENSE	3,597.00	3,597.00	0.00	-0.01	3,597.01	0.00 %
05-535-02107	TWC EXPENSE	59.00	59.00	0.00	0.00	59.00	0.00 %
05-535-02150	TMRS EXPENSE	2,168.00	2,168.00	0.00	171.83	1,996.17	7.93 %
05-535-02160	WORKER'S COM. INS. (TML)	67.00	67.00	0.00	5.31	61.69	7.93 %
05-535-02210	LIFE & DENTAL INSURANCE EXPENS	20.00	20.00	0.00	0.01	19.99	0.05 %
05-535-02220	CONTRACT- IT SERVICES	0.00	0.00	997.00	2,597.00	-2,597.00	0.00 %
05-535-14000	HARDWARE	12,750.00	12,750.00	0.00	2,250.97	10,499.03	17.65 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
05-535-14010	SOFTWARE	4,625.00	4,625.00	0.00	0.00	4,625.00	0.00 %
05-535-14030	NETWORK	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
	Expense Total:	58,203.00	58,203.00	997.00	7,663.56	50,539.44	13.17 %
	Department: 535 - INFORMATION TECHNOLOG Total:	58,203.00	58,203.00	997.00	7,663.56	50,539.44	13.17 %
Department: 536 - SEWER SUPPLIES							
Expense							
05-536-04100	CHEMICALS	32,000.00	32,000.00	0.00	15,127.31	16,872.69	47.27 %
05-536-04110	SUPPLIES, TOOLS & EQUIPMENT	8,000.00	8,000.00	10.00	616.73	7,383.27	7.71 %
05-536-04120	UNIFORMS & CLOTHING	5,000.00	5,000.00	505.58	1,477.67	3,522.33	29.55 %
05-536-04130	SEWER CONNECTIONS	1,500.00	1,500.00	0.00	939.51	560.49	62.63 %
05-536-04150	SEWER TESTING	23,000.00	23,000.00	0.00	4,036.00	18,964.00	17.55 %
05-536-06100	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00 %
05-536-07100	FUEL FOR VEHICLES	10,000.00	10,000.00	1,475.01	5,391.78	4,608.22	53.92 %
05-536-07110	DIESEL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
	Expense Total:	85,000.00	85,000.00	1,990.59	27,589.00	57,411.00	32.46 %
	Department: 536 - SEWER SUPPLIES Total:	85,000.00	85,000.00	1,990.59	27,589.00	57,411.00	32.46 %
Department: 537 - MAINTENANCE OF SEWER S							
Expense							
05-537-11100	SEWER PLANT MAINTENANCE	4,500.00	4,500.00	82.77	189.43	4,310.57	4.21 %
05-537-11150	LIFT STATION MAINTENANCE	4,000.00	4,000.00	5,229.34	5,622.78	-1,622.78	140.57 %
	Expense Total:	8,500.00	8,500.00	5,312.11	5,812.21	2,687.79	68.38 %
	Department: 537 - MAINTENANCE OF SEWER S Total:	8,500.00	8,500.00	5,312.11	5,812.21	2,687.79	68.38 %
Department: 538 - MAINTENANCE OF SEWER E							
Expense							
05-538-08100	REPAIRS TO VEHICLES	6,000.00	6,000.00	0.00	867.02	5,132.98	14.45 %
05-538-08110	REPAIRS TO BACKHOE	5,000.00	5,000.00	0.00	822.99	4,177.01	16.46 %
05-538-11200	SEWER PLANT EQUIPMENT	20,000.00	20,000.00	335.00	2,740.64	17,259.36	13.70 %
05-538-11210	SEWER LINE MAINTENANCE	28,211.00	28,211.00	4,050.00	30,505.14	-2,294.14	108.13 %
05-538-11220	SEWER CLEANING MACHINE REPAI...	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
05-538-11230	LIFT STATION EQUIP.	20,000.00	20,000.00	600.00	5,471.00	14,529.00	27.36 %
	Expense Total:	81,211.00	81,211.00	4,985.00	40,406.79	40,804.21	49.76 %
	Department: 538 - MAINTENANCE OF SEWER E Total:	81,211.00	81,211.00	4,985.00	40,406.79	40,804.21	49.76 %
Department: 539 - SEWER MISC. EXPENSES							
Expense							
05-539-14100	TECHNOLOGY MAINTENANCE AGRE...	18,905.00	18,905.00	0.00	4,353.86	14,551.14	23.03 %
05-539-30110	TEXAS WATER COMMISSION	9,000.00	9,000.00	0.00	8,549.22	450.78	94.99 %
05-539-30170	SLUDGE REMOVAL	13,000.00	13,000.00	0.00	1,414.00	11,586.00	10.88 %
05-539-99999	DEP. EXPENSE SEWER	530,000.00	530,000.00	0.00	0.00	530,000.00	0.00 %
	Expense Total:	570,905.00	570,905.00	0.00	14,317.08	556,587.92	2.51 %
	Department: 539 - SEWER MISC. EXPENSES Total:	570,905.00	570,905.00	0.00	14,317.08	556,587.92	2.51 %
Department: 541 - SEWER BONDED INDEBTEDN							
Expense							
05-541-30200	CAPITAL LEASE	17,949.00	17,949.00	0.00	0.00	17,949.00	0.00 %
	Expense Total:	17,949.00	17,949.00	0.00	0.00	17,949.00	0.00 %
	Department: 541 - SEWER BONDED INDEBTEDN Total:	17,949.00	17,949.00	0.00	0.00	17,949.00	0.00 %
Department: 552 - TRANSFER OUT							
Expense							
05-552-30130	TRANSFER OUT - SERIES 2008 (USDA)	111,406.00	111,406.00	78,681.25	78,681.25	32,724.75	70.63 %
05-552-30132	TRANSFER OUT- SERIES 2009 (TWD...	190,000.00	190,000.00	0.00	0.00	190,000.00	0.00 %
05-552-30136	TRANSFER OUT - SERIES 2015A (CW...	100,690.00	100,690.00	0.00	100,690.00	0.00	100.00 %
05-552-30138	TRANSFER OUT - SERIES 2015 (DWS...	136,134.00	136,134.00	0.00	136,134.00	0.00	100.00 %
05-552-30140	TRANSFER OUT - SERIES 2009	31,525.00	31,525.00	0.00	0.00	31,525.00	0.00 %
05-552-30316	TRANSFER OUT - AGENT FEES	3,800.00	3,800.00	3,150.00	3,550.00	250.00	93.42 %
05-552-30319	TRANSFER OUT - SERIES 2020 (DWS...	119,828.00	119,828.00	0.00	104,914.00	14,914.00	87.55 %

Budget Report

For Fiscal: 2024-2025 Pe

Section G, Item # 1. 5

[05-552-30320](#)

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
TRANSFER OUT - SERIES 2020 (CWS...	46,787.00	46,787.00	0.00	40,893.50	5,893.50	87.40 %
Expense Total:	740,170.00	740,170.00	81,831.25	464,862.75	275,307.25	62.80 %
Department: 552 - TRANSFER OUT Total:	740,170.00	740,170.00	81,831.25	464,862.75	275,307.25	62.80 %
Fund: 05 - UTILITY FUND Surplus (Deficit):	-960,002.00	-960,002.00	460,110.60	69,715.15	1,029,717.15	-7.26 %
Report Surplus (Deficit):	-960,002.00	-960,002.00	460,110.60	69,715.15	1,029,717.15	-7.26 %



City of Los Fresnos, TX

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: FVB9-CDC CHECKING						
06945	DESIDERIO MARTINEZ	01/09/2025	Regular	0.00	1,600.00	3630
01493	J.GALLAGHER ASPHALT MAINTENANCE LLC	01/09/2025	Regular	0.00	9,844.00	3631
01158	JENNIFER LAZNAVSKY	01/09/2025	Regular	0.00	88.43	3632
08239	LOS FRESNOS NEWS	01/09/2025	Regular	0.00	1,425.00	3633
01274	NewLane Finance Company	01/09/2025	Regular	0.00	39.75	3634
00925	PEDERSON CONSTRUCTION CO	01/09/2025	Regular	0.00	42,375.46	3635
00925	PEDERSON CONSTRUCTION CO	01/09/2025	Regular	0.00	-42,375.46	3635
00925	PEDERSON CONSTRUCTION CO	01/09/2025	Regular	0.00	42,375.46	3636
00305	LOS FRESNOS CHAMBER OF COMMERCE	01/13/2025	Regular	0.00	1,500.00	3637
01158	JENNIFER LAZNAVSKY	01/23/2025	Regular	0.00	194.54	3638
08017	THE GRAFIK SPOT LLC	01/23/2025	Regular	0.00	787.50	3639
01488	Valentina Felix Baez	01/23/2025	Regular	0.00	51.09	3640
06945	DESIDERIO MARTINEZ	01/23/2025	Regular	0.00	1,600.00	3641
00001	CITY OF L.F. PAYROLL ACCT	01/03/2025	Bank Draft	0.00	1,010.57	DFT0000992
00001	CITY OF L.F. PAYROLL ACCT	01/17/2025	Bank Draft	0.00	1,114.20	DFT0001022

Bank Code FVB9 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	12	12	0.00	101,881.23
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-42,375.46
Bank Drafts	2	2	0.00	2,124.77
EFT's	0	0	0.00	0.00
	14	15	0.00	61,630.54



City of Los Fresnos, TX

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 09 - COMMUNITY DEVELOPMENT COR							
Department: 452 - CDC DISBURSEMENTS							
Revenue							
09-452-1000	INTEREST EARNED	14,400.00	14,400.00	0.00	3,989.46	-10,410.54	27.70 %
09-452-1132	SALES TAX	670,800.00	670,800.00	48,016.52	204,662.07	-466,137.93	30.51 %
	Revenue Total:	685,200.00	685,200.00	48,016.52	208,651.53	-476,548.47	30.45 %
	Department: 452 - CDC DISBURSEMENTS Total:	685,200.00	685,200.00	48,016.52	208,651.53	-476,548.47	30.45 %
Department: 575 - COMMUNITY DEVELOPMENT							
Expense							
09-575-01100	SALARIES	25,334.00	25,334.00	1,440.00	4,404.00	20,930.00	17.38 %
09-575-02100	FICA EXPENSE	1,571.00	1,571.00	89.28	273.04	1,297.96	17.38 %
09-575-02105	MEDICARE EXPENSE	367.00	367.00	20.88	63.85	303.15	17.40 %
09-575-02107	TWC EXPENSE	117.00	117.00	1.43	4.40	112.60	3.76 %
09-575-02160	WORKER'S COMP	51.00	51.00	3.11	9.54	41.46	18.71 %
09-575-03110	ATTORNEY	500.00	500.00	0.00	0.00	500.00	0.00 %
09-575-03115	AUDITOR	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00 %
09-575-03120	PROFESSIONAL SERVICES	41,600.00	41,600.00	3,200.00	12,800.00	28,800.00	30.77 %
09-575-03121	BUSINESS RECRUIT AND DEVELOPME	18,000.00	18,000.00	1,500.00	6,000.00	12,000.00	33.33 %
09-575-04100	OFFICE SUPPLIES & PRINTING	5,500.00	5,500.00	0.00	63.00	5,437.00	1.15 %
09-575-06100	CITY PROMOTION	54,500.00	54,500.00	0.00	27,500.00	27,000.00	50.46 %
09-575-06120	ADVERTISING	12,580.00	12,580.00	0.00	1,425.00	11,155.00	11.33 %
09-575-09100	TRAVEL/SEMINARS	3,000.00	3,000.00	334.06	414.63	2,585.37	13.82 %
09-575-10100	DUES & MEMBERSHIPS	2,000.00	2,000.00	39.75	7,164.17	-5,164.17	358.21 %
09-575-11150	SPECIAL PROJECTS	188,416.00	188,416.00	0.00	111,030.49	77,385.51	58.93 %
09-575-12100	INSURANCE	300.00	300.00	270.52	270.52	29.48	90.17 %
09-575-13500	CAPITAL OUTLAY	101,800.00	101,800.00	0.00	0.00	101,800.00	0.00 %
09-575-30100	BUSINESS INCENTIVE PROGRAM	40,000.00	40,000.00	787.50	602.07	39,397.93	1.51 %
09-575-30129	GENERAL FUND ADMIN	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
09-575-30131	TRANSFER DEBT SERVICE I&S	268,064.00	268,064.00	0.00	0.00	268,064.00	0.00 %
09-575-99100	MISCELLANEOUS	300.00	300.00	0.00	0.00	300.00	0.00 %
	Expense Total:	787,000.00	787,000.00	7,686.53	172,024.71	614,975.29	21.86 %
	Department: 575 - COMMUNITY DEVELOPMENT Total:	787,000.00	787,000.00	7,686.53	172,024.71	614,975.29	21.86 %
	Fund: 09 - COMMUNITY DEVELOPMENT COR Surplus (Deficit):	-101,800.00	-101,800.00	40,329.99	36,626.82	138,426.82	-35.98 %
	Report Surplus (Deficit):	-101,800.00	-101,800.00	40,329.99	36,626.82	138,426.82	-35.98 %

Sales Tax Report

FY 24-25

Section G, Item # 1.

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
<u>Paid</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY23-24</u>	<u>FY22-23</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>
October	243,943.95	185,244.88	58,699.07	31.69%	182,957.96	138,933.66	44,024.30	31.69%	60,985.99	46,311.22	14,674.77	31.69%
November	222,593.76	184,490.56	38,103.20	20.65%	166,945.32	138,367.92	28,577.40	20.65%	55,648.44	46,122.64	9,525.80	20.65%
December	181,035.06	168,404.27	12,630.79	7.50%	135,776.30	126,303.20	9,473.09	7.50%	45,258.77	42,101.07	3,157.70	7.50%
January	183,910.88	167,540.80	16,370.08	9.77%	137,933.16	125,655.60	12,277.56	9.77%	45,977.72	41,885.20	4,092.52	9.77%
February	246,747.09	229,682.55	17,064.54	7.43%	185,060.32	172,261.91	12,798.41	7.43%	61,686.77	57,420.64	4,266.14	7.43%
March	177,249.93	159,308.68	17,941.25	11.26%	132,937.45	119,481.51	13,455.94	11.26%	44,312.48	39,827.17	4,485.31	11.26%
April	183,718.30	202,435.05	(18,716.75)	-9.25%	137,788.73	151,826.29	(14,037.56)	-9.25%	45,929.58	50,608.76	(4,679.19)	-9.25%
May	252,041.13	249,102.32	2,938.81	1.18%	189,030.85	186,826.74	2,204.11	1.18%	63,010.28	62,275.58	734.70	1.18%
June	203,263.59	158,463.23	44,800.36	28.27%	152,447.69	118,847.42	33,600.27	28.27%	50,815.90	39,615.81	11,200.09	28.27%
July	193,451.68	187,822.61	5,629.07	3.00%	145,088.76	140,866.96	4,221.80	3.00%	48,362.92	46,955.65	1,407.27	3.00%
August	234,275.31	298,745.71	(64,470.40)	-21.58%	175,706.48	224,059.28	(48,352.80)	-21.58%	58,568.83	74,686.43	(16,117.60)	-21.58%
September	212,384.99	201,318.09	11,066.90	5.50%	159,288.74	150,988.57	8,300.17	5.50%	53,096.25	50,329.52	2,766.73	5.50%
TOTAL SALES ACTIVITIES	\$ 2,534,615.67	\$ 2,392,558.75	\$ 142,056.92	5.94%	\$ 1,900,961.75	\$ 1,794,419.06	\$ 106,542.69	5.94%	\$ 633,653.92	\$ 598,139.69	\$ 35,514.23	5.94%

	2c				1-1/2c (General Fund Portion)				1/2c (CDC Portion)			
<u>Paid</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>	<u>FY24-25</u>	<u>FY23-24</u>	<u>Inc(Dec)</u> <u>(\$)</u>	<u>Inc(Dec)</u> <u>(%)</u>
October	198,363.69	243,943.95	(45,580.26)	-18.68%	148,772.77	182,957.96	(34,185.20)	-18.68%	49,590.92	60,985.99	(11,395.07)	-18.68%
November	222,636.36	222,593.76	42.60	0.02%	166,977.27	166,945.32	31.95	0.02%	55,659.09	55,648.44	10.65	0.02%
December	205,582.15	181,035.06	24,547.09	13.56%	154,186.61	135,776.30	18,410.32	13.56%	51,395.54	45,258.77	6,136.77	13.56%
January	192,066.09	183,910.88	8,155.20	4.43%	144,049.56	137,933.16	6,116.40	4.43%	48,016.52	45,977.72	2,038.80	4.43%
TOTAL SALES ACTIVITIES	\$ 818,648.29	\$ 831,483.65	\$ (12,835.37)	-1.54%	\$ 613,986.21	\$ 623,612.74	\$ (9,626.52)	-1.54%	\$ 204,662.07	\$ 207,870.91	\$ (3,208.84)	-1.54%

**** Sales Tax Amount may be adjusted a the end of the year based on actuals sales activity amounts.

ACTION ITEM REPORT



Item Title:

Public Works Report 1. Water and Wastewater Activity 2. Calls for Service 3. Building Permits 4. Recycling 5. Waste Water Treatment Plant Discharge Monitoring Report

Recommendation:

I recommend approval.



January 2025

Water Treatment Plant activity:

Total Output: 16,719,566
Daily Average: 539,341
% of Capacity: 54.9%

Waste Water Treatment Plant activity:

Total Output: 21,545,000
Daily Average: 695,000
% of Capacity: 69.5%



Public Works Monthly Report for January 2025

CALLS FOR SERVICE	MONTH TOTAL	YEAR TO DATE
Service Connects/Disconnects	215	215
Rereads/Meter Info	100	100
Water Taps	14	14
Sewer Taps	3	3
Change Meter	3	3
Service Check for Water Leak at Account	14	14
Repaired Leak	6	6
Call for Sewer Stoppage	15	15
City Sewer Lines Unstopped	13	13
Code Enforcement/Other	14	14
Garbage Collection	32	32
Pothole Repairs	105	105
Street Sign Replacement/Repaired	0	0
Asphalt Used (ton)	6.2	6.2
Gravel Used (ton)	0	0
Fire Hydrants Flushed and Oiled	9	9
Fire Hydrants Repaired	0	0
Valves Repaired	0	0
Manholes Cleaned/Repaired	5	5


Carlos Salazar, Director of Public Works

PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 1/01/2025 THRU 1/31/2025
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

Section G, Item # 2.

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ TYPE
133529	1/03/2025	UR HOME TEXAS LLC	140 FINCH DRIVE	CASTILLO I	IRRIGATION PERMIT	I
133530	1/03/2025	UR HOME TEXAS LLC	142 FINCH DRIVE	CASTILLO I	IRRIGATION PERMIT	I
133531	1/06/2025	ESCOBAR, JUAN A	123 FINCH DRIVE	JAE DEVELO	RESIDENTIAL BUILDING	NEW
133532	1/07/2025	NOYOLA, HECTOR	500 S ARROYO BLVD APTS	PADRON	GAS TEST/PERMIT	ALT
133533	1/10/2025	ENCINO HOMES NO.1 L.P.	109 POPPY STREET	OAK	RESIDENTIAL BUILDING	NEW
133534	1/14/2025	GOODPEOLE TEA LLC	105 N ARROYO BLVD STE B	GRAFIK	SIGN PERMIT	S
133535	1/16/2025	MARTINEZ, DAVID	121 FINCH DRIVE	ALPHA DM H	RESIDENTIAL BUILDING	NEW
133536	1/20/2025	CRUZ, YOLANDA H	306 CANAL STREET	OWNER	PLUMBING PERMIT	ALT
133537	1/23/2025	RUIZ, OMAR	1029 EASTER LILLY DRIVE	OWNER	RESIDENTIAL ADDITION/PORCH	ALT
133538	1/23/2025	GONZALEZ, MARIA G	402 W 7TH STREET	OWNER	RESIDENTIAL REMODEL/ENCLOSU	ALT
133539	1/24/2025	UR HOME TEXAS LLC	514 EAGLE DRIVE	OWNER	RESIDENTIAL BUILDING	NEW
133540	1/23/2025	DUARTE, LILIANA	116 HERON DRIVE	CRUZ FENCI	FENCE PERMIT	ALT
133541	1/24/2025	DELGADO, ROBERTO J	733 W OCEAN BLVD	LF FRAME	RESIDENTIAL BUILDING	NEW
133542	1/29/2025	TAQUERIA EL PATRON	321 W OCEAN BLVD	OWNER	COMMERCIAL REMODEL/PARKING	ALT
133543	1/30/2025	LOPEZ, JUANA I	110 FINCH DRIVE	ALADINO HO	RESIDENTIAL BUILDING	NEW
133544	1/30/2025	STEPHANIE'S CHEESECAKES, LL	315 N ARROYO BLVD 2	OWNER	COMMERCIAL- NEW OWNER/TENAN	ALT
133545	1/30/2025	STEPHANIE'S CHEESECAKES, LL	315 N ARROYO BLVD 2	GULF COAST	SIGN PERMIT	S

*** TOTALS *** NUMBER OF PROJECTS: 17 VALUATION: 1,000,020.00 FEES: 11,754.71

PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 1/01/2025 THRU 1/31/2025
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

Section G, Item # 2.

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE

B - BUILDING PERMIT	3	12,100.00	1,468.12
COMM - COMM: NEW OWNER/TENANT	1	0.00	60.00
E - ELECTRICAL PERMIT	7	0.00	1,800.00
F - FENCE PERMIT	1	4,300.00	100.00
GAS - GAS PERMIT	1	0.00	60.00
I - IRRIGATION PERMIT	2	0.00	120.00
M - MECHANICAL PERMIT	6	0.00	581.36
N - BUILDING PERMIT	6	979,970.00	5,575.23
P - PLUMBING PERMIT	7	3,000.00	1,790.00
SIGN - SIGN PERMIT	2	650.00	200.00
 *** TOTALS ***	 36	 1,000,020.00	 11,754.71

PROJECTS: 0 -ZZZZZZZZZZ
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 1/01/2025 THRU 1/31/2025
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

Section G, Item # 2.

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
BLANK - *BLANK*	14	27	992,720.00	9,804.71
101 - SINGLE FAMILY ATTACHED	3	9	7,300.00	1,950.00
 *** TOTALS ***	 17	 36	 1,000,020.00	 11,754.71

SELECTION CRITERIA

Section G, Item # 2.

REPORT SELECTION

PROJECT RANGE FROM: 0 THROUGH ZZZZZZZZZZ
PROJECT STATUS: All
CONTRACTOR: All
PROJECT TYPE: All
SEGMENT: All
VALUATION RANGE FROM: 0.00 THROUGH 999,999,999.99

PROJECT DATES

APPLIED RANGE FROM: 00/00/0000 THROUGH 99/99/9999
ISSUED RANGE FROM: 01/01/2025 THROUGH 01/31/2025
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

TOTALS ONLY: NO
INCLUDE SEGMENTS: NO
COMMENT CODES: None

*** END OF REPORT ***

CITY OF LOS FRESNOS

Recycling Program Total Number of Guest January 2025

Date	Tuesdays at Memorial Park 7 am - 11 am
01/07/25	27
01/14/25	22
01/21/25	0
01/28/25	30
Totals	79

Date	Thursdays at Wal-Mart Parking 4 pm - 8 pm
01/02/25	36
01/09/25	15
01/16/25	30
01/23/25	30
01/30/25	28
Totals	139

Date	Saturdays at City Hall 9 am - 1 pm
01/04/25	40
01/11/25	38
01/18/25	38
01/25/25	25
Totals	141

Total attendance for the Month of January	359
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ACTION ITEM REPORT



Item Title: Police Department 1. Calls-By Type 2. Calls-By Date & Time
3. Incidents-By Violation 4. Arrests-By Type 5. Accidents-By Streets
& Intersection December 2024 1. Magistrates 2. Index Crimes by Zone

Recommendation:

I recommend approval.

LOS FRESNOS POLICE DEPARTMENT

Calls - By Type

01\01\2025
thru 01\31\2025

Type	Description	# Of Calls
178	ABANDONED VEHICLES - ORDINANCE 454	2
86	ACCIDENT - MOTOR VEHICLE	26
5	ALARM BUSINESS	14
177	ALARMS - ORDINANCE 453	3
7	ANIMAL BITE	1
167	ANIMAL CONTROL - ORDINANCE 410 OR 410-1	54
11	ASSAULT	6
10	ASSIST OTHER AGENCY	17
19	BURGLARY	3
23	CHILD CUSTODY DISPUTE	2
25	CITIZEN CONTACT	2
26	CIVIL MATTER	4
185	CIVIL STAND BY	3
29	COUNTERFEITING MONEY	2
30	CRIMINAL MISCHIEF	1
32	CRIMINAL TRESPASS	2
34	DAMAGED PROPERTY	5
182	DEBRIS ON THE ROADWAY	13
44	DISTRUBANCE	6
169	EMS & NON-EMERGENCY MEDICAL TRANSPORT TO RESIDENTS - ORDINANCE 412	5
50	EMS CALL	183
57	FIRE ALARM	9
152	FIREWORK/FIREARMS - ORDINANCE 257	3
59	FOUND-RECOVERED PROPERTY	2
170	GARAGE SALES - ORDINANCE 416	9
63	GAS LEAK	2
66	GRASS FIRE	10
67	HARASSMENT	10
107	HEALTH PERMIT	9
72	IDENTITY THEFT	1
74	INFORMATION	31
186	LOOK OUT	13
82	LOST PROPERTY (CELL PHONE, PURSE, ETC)	2
173	LOUD NOISE - ORDINANCE 420	6
147	MAINTENANCE OF SIGNS - ORDINANCE 235-BB	27
138	MOTORIST ASSIST	2
92	OPEN DOOR/OPEN WINDOW	7
93	PARKING REGULATIONS	7
180	PATROL BY	2
149	POLITICAL ELECTION SIGNS - ORDINANCE 235-P	1
183	RUNAWAY	2
117	SEXUAL ASSAULT	1
136	STALLED VEHICLE	12
56	STRUCTURE FIRE	5
120	SUSPICIOUS NOISES	5
119	SUSPISICIOUS PERSON/VEHICLES	35
121	TERRORISTIC THREATS	2
123	THEFT	11
125	TRAFFIC STOP	921
126	TRANSFORMER ON FIRE	1

Type	Description	# Of Calls
127	UNAUTHORIZED USE - MOTOR VEHICLE	1
184	UNWANTED SUBJECT	3
128	VERBAL DISTURBANCE	5
132	WAVE DOWN	2
142	WEEDED OR RUBBISH LOT - ORDINANCE 123-A	34
133	WELFARE CONCERN	40
Total		1,587

LOS FRESNOS POLICE DEPARTMENT

Calls - By Date & Time

01\01\2025
thru 01\31\2025

Date	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Total
01/01/2025	5	3	4	3	1	1	1	1	2	6	2	4	3	3	0	2	1	2	4	0	2	1	1	0	52
01/02/2025	0	2	4	1	0	0	1	5	5	7	5	2	1	6	0	6	6	5	3	1	0	1	1	3	65
01/03/2025	1	0	0	0	0	0	0	0	3	1	4	0	2	1	2	4	3	2	0	1	5	3	1	3	36
01/04/2025	2	0	2	2	0	3	0	4	1	3	0	3	2	8	1	0	6	10	4	5	5	7	2	1	71
01/05/2025	1	0	2	0	0	0	0	2	5	4	1	3	1	2	1	4	2	8	8	4	7	1	1	0	57
01/06/2025	0	3	0	0	0	0	1	0	2	3	0	0	1	2	1	3	5	3	3	1	0	0	1	1	30
01/07/2025	0	0	0	0	0	0	2	8	2	1	5	5	2	4	0	1	6	2	2	0	0	0	1	3	44
01/08/2025	3	0	0	0	1	0	0	2	3	2	0	3	2	1	2	1	2	1	0	0	0	1	1	1	26
01/09/2025	1	1	1	1	0	1	0	1	0	0	0	0	2	4	0	0	3	2	1	1	1	1	2	7	30
01/10/2025	2	0	1	0	0	2	0	10	10	2	13	2	3	7	2	4	3	3	2	0	0	0	0	3	69
01/11/2025	4	5	0	3	1	1	1	0	0	0	6	5	0	4	3	6	7	4	2	1	2	1	3	3	59
01/12/2025	1	1	0	0	1	0	0	3	4	0	1	2	3	4	1	1	5	3	3	2	2	2	2	1	42
01/13/2025	1	0	2	1	1	1	0	2	3	5	3	2	0	3	2	6	5	3	2	2	3	1	1	1	50
01/14/2025	1	0	1	0	0	0	1	5	4	2	2	0	0	2	1	2	3	2	3	1	0	1	1	3	35
01/15/2025	1	1	1	0	0	0	0	0	1	0	1	2	4	2	0	3	5	1	2	0	2	1	0	3	30
01/16/2025	2	1	1	1	1	3	1	1	4	1	0	0	1	2	0	1	3	8	3	5	2	3	2	1	47
01/17/2025	4	2	0	0	3	0	0	2	2	2	1	6	5	1	1	2	2	6	5	3	0	2	0	3	52
01/18/2025	4	0	1	1	2	1	2	3	3	3	0	1	1	2	1	7	6	6	1	6	7	3	1	5	67
01/19/2025	2	3	2	2	0	0	0	4	3	3	1	6	0	1	6	8	8	4	0	1	1	1	1	0	57
01/20/2025	2	0	0	0	0	0	0	1	1	1	2	1	0	2	0	1	2	0	2	0	2	3	1	0	21
01/21/2025	0	0	0	1	0	0	2	0	1	0	3	2	0	1	3	2	4	3	1	3	2	2	1	1	32
01/22/2025	4	0	0	0	0	0	0	0	2	2	5	1	0	2	1	3	11	0	3	2	4	1	0	5	46
01/23/2025	2	2	0	1	1	2	1	1	5	1	3	1	1	5	0	0	2	2	0	0	4	1	2	4	41
01/24/2025	3	1	2	1	0	1	2	7	7	5	4	6	1	8	3	7	8	5	7	6	6	1	5	2	98
01/25/2025	1	1	1	0	1	2	1	1	0	2	2	3	3	2	0	2	6	6	5	1	4	2	3	0	49
01/26/2025	1	3	0	0	1	1	3	0	2	8	3	3	2	2	1	6	4	5	1	3	1	1	2	4	57
01/27/2025	3	1	0	0	3	5	1	4	4	1	1	1	1	1	2	9	7	2	2	2	0	2	0	0	52
01/28/2025	1	2	0	0	0	3	0	1	1	2	6	1	1	1	1	10	6	0	5	2	6	4	3	2	58
01/29/2025	0	1	2	0	0	1	0	2	6	6	2	0	1	3	5	2	5	4	5	10	4	3	1	1	64
01/30/2025	4	0	2	0	1	2	0	2	3	2	2	1	2	2	1	7	8	4	4	4	6	3	3	2	65
01/31/2025	5	0	3	1	0	2	0	3	3	2	8	4	5	5	3	4	6	4	7	4	4	4	5	3	85
Total	61	33	32	19	18	32	20	75	92	77	80	71	55	89	45	111	149	113	92	72	81	58	46	66	1587

LOS FRESNOS POLICE DEPARTMENT

Incidents - By Violation

01\01\2025
thru 01\31\2025

Violation	Incidents
ASSAULT	3
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13a	1
ASSAULT CAUSES BODILY INJURY FAMILY VIOLENCE 13c	2
BACKED UPON SHOULDER(OR ROADWAY) OF CONTROLLED ACCESS HIGHWAY / ILLEGAL BACKING	3
BURGLARY OF VEHICLE 23f	1
CHANGE NAME/MAILING ADDRESS LATER THAN 30 DAYS (CDL)	2
CHANGED LANE WHEN UNSAFE	2
CREDIT CARD OR DEBIT CARD ABUSE	1
CRIMINAL MISCHIEF >=\$50<\$500	2
CRIMINAL TRESPASS	1
D.O.C. ABUSE OR THREATEN (OFFENSIVE MANNER)	1
D.O.C. FIGHTING WITH ANOTHER	2
D.O.C. OFFENSIVE GESTURE/DISPLAY	1
DEFECTIVE EQUIPMENT	2
DISPLAY FICTITIOUS LICENSE PLATE	1
DRIVING WHILE INTOXICATED	2
DRIVING WHILE INTOXICATED/OPEN ALCH CONTAINER	1
DRIVING WHILE LICENSE SUSPENDED UNDER PROVISIONS OF DL LAWS	3
DUTIES UPON STRIKING A FIXED OBJECT	1
DUTY ON STRIKING UNATTENDED VEHICLE	1
EVADING ARREST DET W/VEH	1
EXECUTION OF CAPIAS OR ARREST WARRANT	26
EXPIRED REGISTRATION	8
FAIL TO CONTROL SPEED	4
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	14
FAIL TO YIELD ROW TO VEHICLE IN INTERSECTION	1
FAILED TO DIM HEADLIGHTS - MEETING	2
FAILED TO YIELD RIGHT OF WAY	3
FAILED TO YIELD ROW TO EMERGENCY VEHICLE	1
FICTITIOUS LP/REGISTRATION/SI	1
FRAUD USE/POSS IDENTIFYING INFO # ITEMS < 5	1
HARASSMENT	2
HOLD FOR INVESTIGATION	2
LITTERING	1
MOTOR VEHICLE THEFT	1
NO DRIVER'S LICENSE	17
NO LICENSE PLATE LIGHT	2
OPEN CONTAINER	1
PARK/STAND IN FRONT OF PUBLIC/PRIVATE DRIVE	1
POSS CS PG 2 >= 4G<400G	6
POSS CS PG 3 < 28G	3
POSS MARIJ <2OZ	2
POSSESSION OF DRUG PARAPHERNALIA	14
PUBLIC INTOXICATION	3
RAN RED LIGHT	2
RAN STOP SIGN	1
ROBBERY	1
SPEEDING	4
SPEEDING 20 to 34 over	1

Violation	Incidents
SPEEDING > 10% ABOVE POSTED LIMIT MPH in a MPH zone	5
SPEEDING IN A SCHOOL ZONE MPH in a MPH zone	1
THEFT	7
THEFT OF FIREARM 23a	2
THEFT OF SERV >=\$1,500<\$20K	1
THEFT PROP<\$1,500 2/MORE PREV CONVIC 23a	1
THEFT PROP>=\$50<\$500 23a	1
THEFT PROP>=\$50<\$500 23h	1
THEFT PROP>=\$500<\$1,500 23a	1
THEFT PROP>=\$500<\$1,500 23d	1
UNRESTRAINED CHILD UNDER 4 YEARS OF AGEOR 36 INCHES	1
Total Violations	181
Total Incidents	108

LOS FRESNOS POLICE DEPARTMENT

Arrests - By Type

01\01\2025
thru 01\31\2025

Arrest Type	Arrests	Male	Female	White	Black	Indian	Asian	Unknown
HOLD FOR OTHER AGENCY	5	5	0	5	0	0	0	0
RUNAWAY	2	2	0	2	0	0	0	0
SUMMONED / CITED	1	1	0	1	0	0	0	0
TAKEN INTO CUSTODY	25	12	13	25	0	0	0	0
WARRANT	21	17	4	21	0	0	0	0
Total	54	37	17	54	0	0	0	0

**ACCIDENTS BY STREET & INTERSECTION
JANUARY - 2025**

Street & Intersection	Accidents	Fatalities	Vehicles	Injured
32,600 WEST TX. HWY 100	2	0	4	1
700 NORTH ARROYO BLVD.	1	0	3	0
100 WEST OCEAN BLVD.	1	0	2	0
TX. HWY 100 & F.M. 1575	2	0	4	2
1004 WEST OCEAN BLVD. P/LOT	4	0	7	0
TX. HWY 100 & F.M. 803	1	0	2	0
30780 WEST TX. HWY 100. P/LOT	1	0	2	0
200 EAST OCEAN BLVD.	1	0	2	0
100 BLK. WEST OCEAN BLVD.	1	0	2	0
NORTH ARROYO BLVD. & CANAL ST	1	0	2	0
32,400 BLK. WEST TX. HWY 100	1	0	2	0
31,000 BLK. WEST TX. HWY 100	1	0	2	0
WEST OCEAN BLVD. & VILLA DEL SUR	1	0	2	0
217 WEST OCEAN BLVD.	1	0	2	1
400 EAST OCEAN BLVD.	1	0	2	1
TOTAL	20	0	40	5

LOS FRESNOS POLICE DEPARTMENT
MAGISTRATION REPORT
Dec-24

JUDGE	MAGISTRATIONS	CLASS A & B	FELONIES
Gene Daniels	32	16	16
Luis Hernandez	0	0	0
Robert Lerma	0	0	0
Total	32	16	16

2024 INDEX CRIME BY ZONES

MONTH	CRIME	ZONE A	ZONE B	ZONE C	ZONE D	ZONE E	ZONE F	TOTAL
July	Burglary	0	0	0	0	0	3	3
	Theft	0	0	1	1	2	0	4
	Vehicle Theft	0	0	1	0	0	0	1
	Assault	0	1	0	2	1	1	5
	Murder	0	0	0	0	0	0	0
	Rape	0	0	0	0	0	1	1
	Robbery	0	0	0	0	0	0	0
	Total	0	1	2	3	3	5	14
August	Burglary	0	0	0	0	1	0	1
	Theft	0	0	3	0	0	0	3
	Vehicle Theft	0	0	0	0	0	0	0
	Assault	1	0	3	1	0	0	5
	Murder	0	0	0	0	0	0	0
	Rape	0	0	0	0	0	0	0
	Robbery	0	0	0	0	0	0	0
	Total	1	0	6	1	1	0	9
September	Burglary	0	0	0	0	0	0	0
	Theft	0	0	3	0	0	0	3
	Vehicle Theft	0	0	0	0	0	0	0
	Assault	0	0	4	1	1	1	7
	Murder	0	0	0	0	0	0	0
	Rape	0	0	0	0	0	0	0
	Robbery	0	0	0	0	0	0	0
	Total	0	0	7	1	1	1	10
October	Burglary	1	0	0	0	0	0	1
	Theft	0	0	3	2	3	0	8
	Vehicle Theft	2	0	1	0	0	0	3
	Assault	0	0	3	0	2	2	7
	Murder	0	0	0	0	0	0	0
	Rape	1	0	0	0	0	0	1
	Robbery	0	0	0	0	0	0	0
	Total	4	0	7	2	5	2	20
November	Burglary	0	0	1	0	0	0	1
	Theft	0	0	5	1	0	0	6
	Vehicle Theft	0	0	0	0	0	0	0
	Assault	0	0	2	1	0	2	5
	Murder	0	0	0	0	0	0	0
	Rape	0	0	1	0	0	0	1
	Robbery	0	0	0	0	0	0	0
	Total	0	0	9	2	0	2	13
December	Burglary	0	0	0	0	0	0	0
	Theft	2	0	3	1	1	0	7
	Vehicle Theft	0	0	0	0	0	0	0
	Assault	0	0	1	0	0	1	2
	Murder	0	0	0	0	0	0	0
	Rape	0	0	0	0	0	0	0
	Robbery	0	0	0	0	0	0	0
	Total	2	0	4	1	1	1	9
Year To Date	Burglary	1	0	4	0	1	3	9
	Theft	8	0	38	17	12	2	77
	Vehicle Theft	7	0	3	1	1	0	12
	Assault	4	1	24	10	12	14	65
	Murder	0	0	0	0	0	0	0
	Rape	1	0	2	0	0	1	4
	Robbery	0	0	0	0	0	0	0
	Total	21	1	71	28	26	20	167

ACTION ITEM REPORT



Item Title: Municipal Court 1. City Monthly Report- December 2024. Linebarger Monthly Report – December 2024

Recommendation:

I recommend approval.

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month December Year 2024

Municipal Court for the City of **Los Fresnos**

Presiding Judge Gene Daniels

If new, date assumed office _____

Court Mailing Address 520 E Ocean Blvd

City Los Fresnos , Zip 78566

Phone Number (956) 233-9200

Fax Number (956) 233-9221

Court's Public Email

Court's Website

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT.

Prepared by ESMERALDA MACIAS

Date 2025-01-15

Phone Number _____

PLEASE RETURN THIS FORM NO LATER THAN 20 DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

OFFICE OF COURT ADMINISTRATION
P O BOX 12066
AUSTIN, TX
78711-2066

PHONE: (737) 295-2330
FAX: (512) 463-1648

CRIMINAL SECTION

Court			Traffic Misdemeanors			Non-Traffic Misdemeanors		
Month	December	Year 2024	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:			12,339	6	0	3,548	268	31
a. Active Cases			1,423	1	0	114	57	9
b. Inactive Cases			10,916	5	0	3,434	211	22
2. New Cases Filed During Month			692	0	0	103	9	3
3. Cases Reactivated			137	0	0	46	3	0
4. All Other Cases Added			0	0	0	0	0	0
5. Total Cases on Docket (Sum of Lines 1a,2,3&4)			2,252	1	0	263	69	12
6. Dispositions Prior to Court Appearance of Trial:								
a. Uncontested Dispositions <i>(Disposed without appearance before a judge (CCP Art. 27.14))</i>			358	0	0	45	8	6
b. Dismissed by Prosecution			20	0	0	3	1	0
7. Final Disposition in Open Court or at Trial:								
a. Convictions								
1) Guilty Plea or Nolo Contendere			3	0	0	0	0	0
2) By the Court			0	0	0	0	0	0
3) By the Jury			0	0	0	0	0	0
b. Acquittals:								
1) By the Court			0	0	0	0	0	0
2) By the Jury			0	0	0	0	0	0
c. Dismissed by Prosecution			0	0	0	1	0	0
8. Compliance Dismissals:								
a. After Driver Safety Course (CCP, Art. 45.0511)			60					
b. After Deferred Disposition (CCP, Art. 45.051)			27	0	0	2	0	0
c. City After Teen Court (CCP, Art. 45.052)			0	0	0	0	0	0
d. After Tobacco Awareness Course (HSC, Sec. 161.253)							0	
e. After Treatment for Chemical Dependency (CCP, Art. 45.053)						0	0	
f. After Proof of Financial Responsibility (TC, Sec. 601.193)			37					
g. All Other Transportation Code Dismissals			27	0	0	0	0	0
9. All Other Dispositions			0	0	0	4	0	0
10. Total cases Disposed (Sum of lines 6,7,8&9)			532	0	0	55	9	6
11. Cases Placed on Inactive Status			275	0	0	76	13	0
12. Total Cases Pending End of Month:			12,499	6	0	3,596	268	28
a. Active Cases (Equals Lines 5 minus the sum of Lines 10&11)			1,445	1	0	132	47	6
b. Inactive Cases (Equals Line 1b minus Lines 3 plus Line 11)			11,054	5	0	3,464	221	22
13. Show Cause and Other Required Hearings Held			81	0	0	5	4	1
14. Cases Appealed:								
a. After Trial			0	0	0	0	0	0
b. Without Trial			0	0	0	0	0	0

CIVIL / ADMINISTRATIVE SECTION

Court	
Month	December
Year	2024
1. Total Cases pending First of Month:	0
a. Active Cases	0
b. Inactive Cases	0
2. New Cases Filed	0
3. Cases Reactivated	0
4. All Other Cases Added	0
5. Total Cases on Docket (Sum of Lines 1a,2,3,&4)	0
DISPOSITIONS	
6. Uncontested Civil Fines or Penalties	0
7. Default Judgments	0
8. Agreed Judgments	0
9. Trial Hearing by Judge/Hearing Officer	0
10. Trial by Jury	0
11. Dismissed for Want of Prosecution	0
12. All Other Dispositions	0
13. Total Cases Disposed (Sum of Lines 6 thru 12)	0
14. Cases Placed on Inactive Status	0
15. Total Cases Pending End of Month:	0
a. Active Cases (Equals Line 5 minus the sum of Lines 13&14)	0
b. Inactive Cases (Equals Line 1b minus Line 3 plus Line 14)	0
16. Cases Appealed:	
a. After Trial	0
b. Without Trial	0

JUVENILE / MINOR ACTIVITY

Court	
Month December Year 2024	
1. Transportation Code Cases Filed	5
2. Non-Driving Alcoholic Beverage Code Cases Filed	2
3. Driving Under the Influence of Alcohol Cases Filed	0
4. Drug Paraphernalia Cases Filed (HSC, Ch. 481)	0
5. Tobacco and E-Cigarettes Cases Filed (HSC, Sec. 161.252)	1
6. Truancy Cases Filed (Fam. Code, Sec. 65.003(a))	0
7. Education Code Cases Filed	0
8. Violation of Local Daytime Curfew Ordinance Cases Filed (Local Govt. Code, Sec. 341.905)	0
9. All Other Non-Traffic Fine-Only Cases Filed	0
10. Transfer to Juvenile Court:	
a. Mandatory Transfer (Fam.Code, Sec. 51.08(b)(1))	0
b. Discretionary Transfer (Fam.Code, Sec. 51.08(b)(1))	0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct) (CCP, Art. 45.05(c)(l))	0
12. Held in Contempt by Criminal Court(Fined and/or Denied Driving Privileges) (CCP, Art. 45.050(c)(2))	0
13. Juvenile Statement Magistrate Warning:	
a. Warnings Administered	0
b. Statements Certified (Fam.Code, Sec. 51.095)	0
14. Detention Hearings Held (Fam. Code, Sec. 54.01)	0
15. Orders for Non-Secure Custody Issued	0
16. Parent Contributing to Nonattendance Cases Filed (Ed. Code, Sec. 25.093)	0

ADDITIONAL ACTIVITY

Court		NUMBER GIVEN	NUMBER REQUEST FOR COUNSEL
Month	Year		
December	2024		
1. Magistrate Warnings:			
a. Class C Misdemeanors		0	
b. Class A and B Misdemeanors		16	6
c. Felonies		16	5
			TOTAL
2. Arrest warrants Issued:			
a. Class C Misdemeanors			346
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued			60
4. Search Warrants Issued			0
5. Warrants for Fire, Health and Code Inspections Filed (CCP, Art. 1805)			0
6. Examining Trials Conducted			0
7. Emergency Mental Health Hearings Held			0
8. Magistrate's Orders for Emergency Protection Issued			1
9. Magistrate's Orders for Ignition Iterlock Device Issued (CCP.Art. 17.441)			2
10. All Other Magistrate's Orders Issued Requiring Conditions for release on Bond			0
11. Driver's License Denial, Revocation or Suspension Hearings Held (IC, Sec.521.300)			0
12. Disposition of Stolen Property Hearings Held (CCP, Ch. 47)			0
13. Peace Bond Hearings Held			0
14. Cases in which Fine and Court Costs Satisfied by Community Service:			
a. Partial Satisfaction			1
b. Full Satisfaction			2
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			25
16. Cases in Which Fine and Court Costs Waived for Indigency			0
17. Amount of Fines and Court Costs Waived for Indigency			\$0.00
18. Total Fines, Court Costs and Other Amounts Collected:			
a. Retained by City			\$56,255.09
b. Remitted to State			\$32,140.41
c. Total			\$88,395.50

Section G, Item # 4.



City of Los Fresnos

Fees & Fines Collection Report

Date

January 16, 2025

Contacts

Jeff Garcia, Managing Partner

Jeffrey.Garcia@lgbs.com

956-546-1216

Thessla Trevino, Fees and Fines Client Liaison

Thessla.Trevino@lgbs.com

956-546-1216

Collections & Activity Summary

Collection Disposition Summary - December 2024	
Citations Assigned	260
Amount Assigned	\$81,645
Citations Collected	100
Amount Collected	\$24,935
Citations Cancelled	46
Amount Cancelled	\$11,025
Citations Resolved	146
Amount Resolved	\$35,959

Collection Disposition Summary - Contract to Date	
Citations Assigned	54,449
Amount Assigned	\$14,519,128
Citations Adjusted	21,580
Amount Adjusted	(\$3,320,575)
Citations Collected	24,181
Amount Collected	\$5,549,086
Citations Cancelled	3,730
Amount Cancelled	\$882,917
Citations Resolved	27,911
Amount Resolved	\$6,432,004
Dollar Resolution Rate	67.2%

Collection Activity - December 2024		
Letters		587
Address/Phone Updated		175
Phone Activity	Inbound	34
	Outbound	2,942

Collection Activity - Contract to Date		
Letters		139,640
Address/Phone Updated		35,153
Phone Activity	Inbound	11,539
	Outbound	242,187

Status of Open Accounts

Status	Count	Amount
ACT - Active Account	15,231	\$4,474,377
ATT - Attorney Contact Only	8	\$2,241
DEC - Deceased. No Estate Or Beyond Claim	55	\$15,848
DIS - Dispute	4	\$889
INC - Incarcerated	63	\$17,601
PRM - Promise Payment	102	\$26,852
PTC - Paid To Client	1	\$121
REF - Refuse To Pay	3	\$365
SKP - Skiptracing For Phone	3	\$796
SWC - Stop Work Per Client	1,009	\$269,121
Total	16,479	\$4,808,211

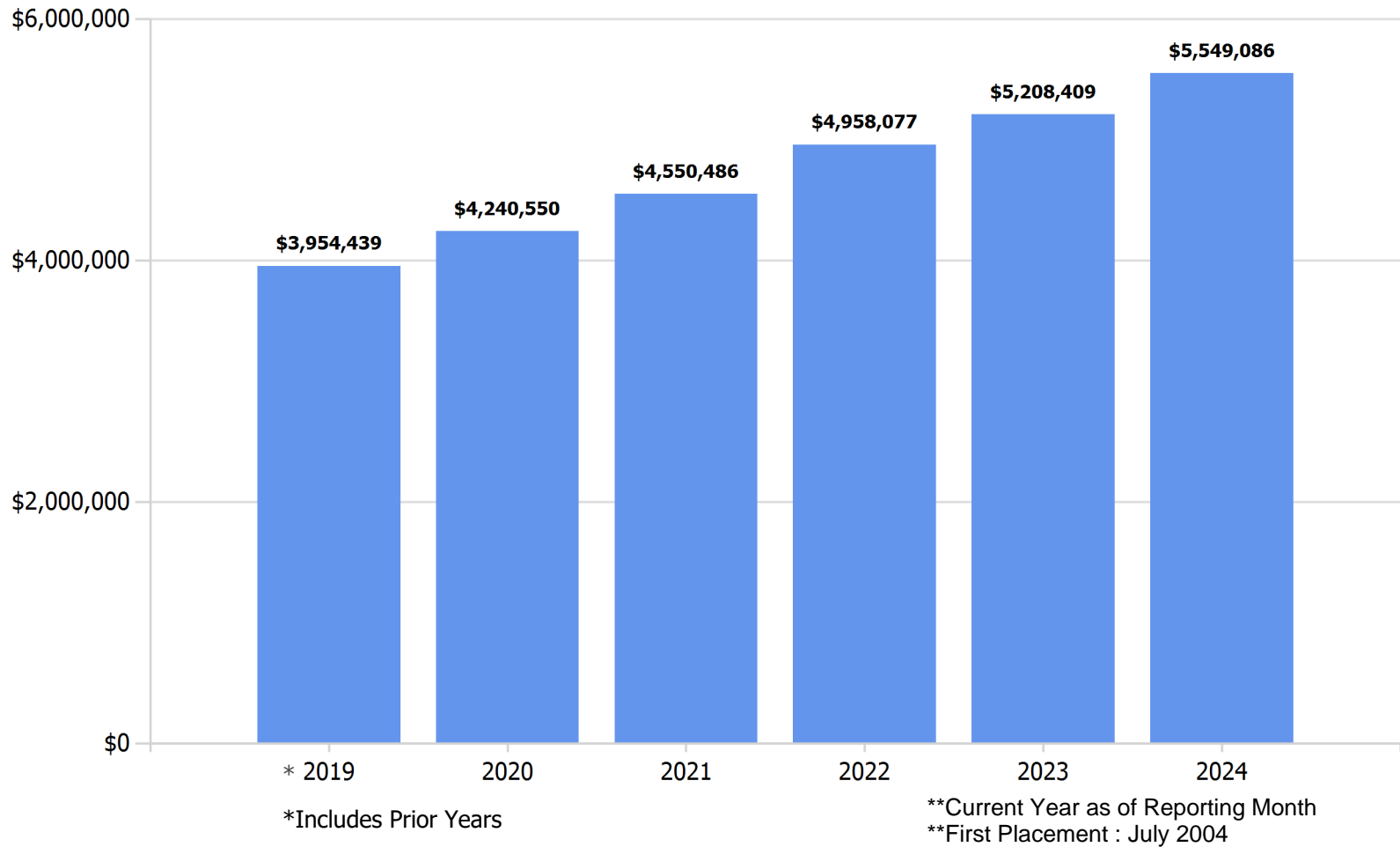
Monthly Collection Activity Last 24 Months

Year	Month	Letters Mailed	Address/Phone Updated	Phone Activity		Dollars Collected
				Inbound	Outbound	
2024	December	587	175	34	2,942	\$24,935
	November	248	164	21	1,660	\$29,059
	October	657	642	67	1,184	\$20,436
	September	0	164	38	2,035	\$28,475
	August	3,652	229	78	933	\$17,990
	July	816	484	5	816	\$26,518
	June	592	237	23	545	\$29,690
	May	248	166	25	66	\$31,555
	April	636	80	44	647	\$42,024
	March	312	245	49	568	\$41,311
	February	3,691	177	47	333	\$27,005
	January	257	416	21	679	\$21,680
2023	December	731	60	32	1,016	\$23,516
	November	143	418	32	1,421	\$16,259
	October	1,713	190	44	657	\$48,942
	September	3,409	194	80	822	\$0
	August	1,317	586	23	1,041	\$13,857
	July	0	179	16	978	\$22,549
	June	188	234	22	956	\$28,596
	May	1,459	853	23	583	\$22,852
	April	145	189	9	855	\$53,875
	March	324	154	32	708	\$11,077
	February	5,017	139	72	297	\$8,809
	January	0	0	1	0	\$0
2022	December	0	10	2	306	\$0
Total*		26,142	6,385	840	22,048	\$591,009

***Total Amounts noted represent the last 24 months & not contract to date.**

Placement Activity Summary Contract to Date								
Year	Month	Count #	Orig Placement \$	Cancelled \$	Adjustment \$	Net Placement \$	Collected \$	Collected %
2024 Summary	December	260	\$81,645	\$0	\$0	\$81,645	\$0	0.00%
	November	455	\$144,918	\$5,409	(\$1,648)	\$137,861	\$6,746	4.89%
	October	305	\$97,998	\$5,290	(\$1,876)	\$90,833	\$5,180	5.70%
	September	158	\$50,604	\$3,297	(\$1,312)	\$45,995	\$2,997	6.52%
	August	110	\$36,261	\$0	\$0	\$36,261	\$2,426	6.69%
	July	157	\$49,505	\$297	(\$796)	\$48,412	\$3,551	7.33%
	June	166	\$53,877	\$4,446	(\$1,306)	\$48,125	\$1,704	3.54%
	May	238	\$75,651	\$4,084	(\$502)	\$71,065	\$8,826	12.42%
	April	166	\$53,310	\$2,981	(\$32)	\$50,297	\$7,257	14.43%
	March	796	\$194,578	\$7,797	\$345	\$187,126	\$15,413	8.24%
	February	206	\$65,718	\$2,257	\$205	\$63,665	\$15,290	24.02%
	January	68	\$22,268	\$1,822	(\$871)	\$19,575	\$2,356	12.04%
		3,085	\$926,332	\$37,681	(\$7,792)	\$880,859	\$71,746	8.14%
2023 Summary	December	104	\$32,618	\$1,122	(\$631)	\$30,866	\$4,165	13.49%
	November	292	\$90,545	\$2,356	(\$1,021)	\$87,168	\$7,696	8.83%
	October	100	\$29,804	\$496	(\$541)	\$28,767	\$3,443	11.97%
	September	257	\$81,608	\$2,877	(\$1,827)	\$76,904	\$10,601	13.79%
	August	64	\$20,856	\$397	(\$656)	\$19,803	\$3,743	18.90%
	July	173	\$48,598	\$1,067	(\$947)	\$46,584	\$11,939	25.63%
	June	104	\$28,274	\$545	(\$315)	\$27,414	\$3,907	14.25%
	May	101	\$29,405	\$744	(\$419)	\$28,242	\$4,597	16.28%
	April	0	\$0	\$0	\$0	\$0	\$0	0.00%
	March	237	\$73,215	\$2,670	(\$713)	\$69,832	\$9,063	12.98%
	February	969	\$281,129	\$72,689	\$21,439	\$229,879	\$37,402	16.27%
	January	0	\$0	\$0	\$0	\$0	\$0	0.00%
		2,401	\$716,050	\$84,963	\$14,371	\$645,458	\$96,556	14.96%
2022 Summary	December	0	\$0	\$0	\$0	\$0	\$0	0.00%
		2,832	\$889,728	\$19,816	(\$44,826)	\$825,086	\$205,221	24.87%
2021 Summary		4,400	\$1,387,497	\$23,038	(\$58,869)	\$1,305,590	\$334,227	25.60%
2020 Summary		1,423	\$397,308	\$5,121	(\$29,028)	\$363,160	\$157,155	43.27%
Prior Years		40,308	\$10,202,212	\$712,299	(\$3,189,208)	\$6,300,705	\$4,646,902	73.75%

Delinquent Fees & Fines Cumulative Collections



ACTION ITEM REPORT



Item Title: Library Report 1. Monthly Report

Recommendation:

I recommend approval.

Number of Patron Checking Out Materials

Adult	380
Children	71
New Patron	29
In Library Use	13



Material Types Checked Out

Adult Books	172
Children Books	272
Young Adult Books	17
Videos	8
Other Language Books	11
Hotspots	13
Laptops	0
Interlibrary Loans	9



Items Downloaded

eBooks	104
eAudiobooks	108



Patron Access Computer Use

Total Sessions	144
Total Time	84 Hours
Guest Passes	118



Free Wi-Fi Access Use

Total Sessions	950 Library WiFi
Total Sessions	742 Park WiFi



What Happened in the Library

Hours Open	171 hours
Visits/Calls	1048/212
Children Program Attendance	14
Volunteer Hours	3/1 volunteers
New Cards Issued	18
Cards Renewed	37
New Books Added	41
New eBooks Added	624
New Videos Added	0
Hotspots Added	0
Books Weeded	37
Videos Weeded	0
Reference Questions	1514
Assists in Computer Lab	542
Patron Copies	1252
Patron Faxes sent	155
Patron Printouts	1612
Library Staff Copies	2
Replacement Cards	9
At Home Deliveries	0



ACTION ITEM REPORT



Item Title: Fire Marshal's Report 1. Monthly Report

Recommendation:

I recommend approval.



**FIRE MARSHAL'S OFFICE
520 E OCEAN BLVD
LOS FRESNOS, TEXAS 78566**

FIRE INSPECTION REPORT

MONTHLY INFORMATION REPORT

MONTH OF Jan 2025

MONTHLY FIRE PREVENTION INSPECTIONS

Commercial Businesses	<u>10</u>	Institutions	<u>0</u>
Industrial Structures	<u>0</u>	Homes	<u>0</u>
Public Buildings	<u>0</u>	Apartments	<u>0</u>
Hotels/Motels	<u>0</u>		

TOTAL INSPECTIONS 10

FIRES INVESTIGATED: (ACCIDENTAL) 0
(INCENDIARY) 0


FIRE MARSHAL, CITY OF LOS FRESNOS

ACTION ITEM REPORT



Item Title: Fire Department Report 1. Monthly Report

Recommendation:

I recommend approval.

Los Fresnos Volunteer Fire Department

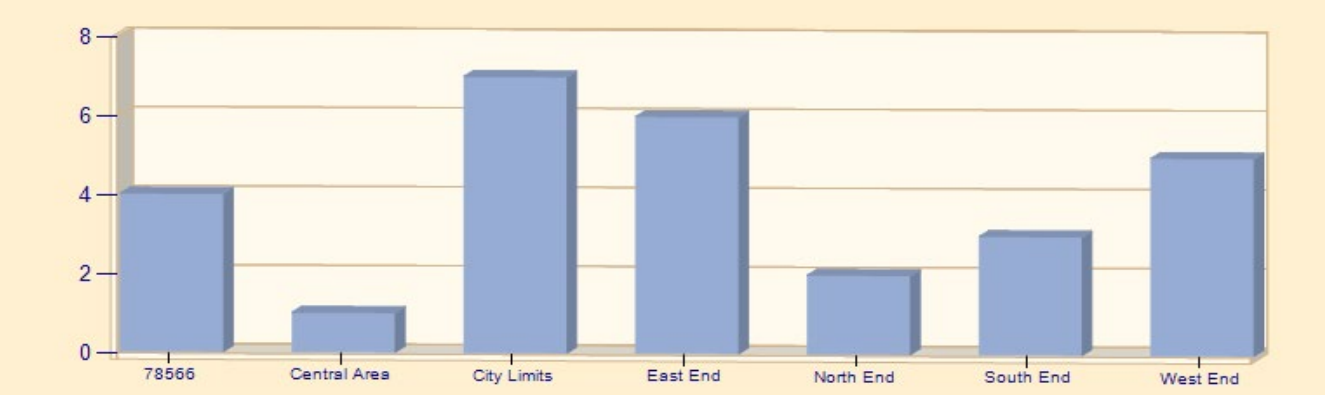
Los Fresnos, TX

This report was generated on 2/4/2025 9:58:13 AM



Incident Type Count per Zone for Date Range

Start Date: 01/01/2025 | End Date: 01/31/2025



ZONES	INCIDENT TYPE	COUNT
78566 - MUTUAL AID		
	111 - Building fire	2
	143 - Grass fire	2
	<i>Total Incidents for 78566 - MUTUAL AID:</i>	4
Central Area - Central Area		
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for Central Area - Central Area:</i>	1
City Limits - LOS FRESNOS CITY LIMITS		
	111 - Building fire	1
	116 - Fuel burner/boiler malfunction, fire confined	1
	131 - Passenger vehicle fire	1
	142 - Brush or brush-and-grass mixture fire	1
	322 - Motor vehicle accident with injuries	2
	531 - Smoke or odor removal	1
	<i>Total Incidents for City Limits - LOS FRESNOS CITY LIMITS:</i>	7
East End - East End		
	143 - Grass fire	1
	154 - Dumpster or other outside trash receptacle fire	1
	322 - Motor vehicle accident with injuries	2
	324 - Motor vehicle accident with no injuries.	1
	631 - Authorized controlled burning	1
	<i>Total Incidents for East End - East End:</i>	6
North End - North End		
	143 - Grass fire	1
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for North End - North End:</i>	2
South End - South End		
	151 - Outside rubbish, trash or waste fire	1
	324 - Motor vehicle accident with no injuries.	1
	531 - Smoke or odor removal	1
	<i>Total Incidents for South End - South End:</i>	3
West End - West End		
	143 - Grass fire	1
	160 - Special outside fire, other	1
	163 - Outside gas or vapor combustion explosion	1
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	<i>Total Incidents for West End - West End:</i>	5
Total Count for all Zone:		28

ACTION ITEM REPORT



Item Title: Community Development Corporation 1. Minutes 2. CDC Consultant Report.

Recommendation:

During my evaluation, I was asked to provide the Council with more information on activities of the CDC Board. Included are the minutes from the prior meeting and the report from the consultant.

Call with questions.



Community Development Corporation Meeting Minutes

Monday, January 06, 2025 at 6:00 PM

City Hall – 520 East Ocean Blvd. Los Fresnos, TX 78566

<https://cityoflosfresnos.com/meetings>

NOTICE OF SAID MEETING IS HEREBY GIVEN BY THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT.

A. CALL MEETING TO ORDER

President Enrique Juarez called the meeting to order at 6:00 p.m.

PRESENT

- President Enrique Juarez
- Place 2 Pedro Maldonado
- Place 3 Leo Casanova
- Place 4 Marco Huerta
- Place 5 Gordon Cappon
- Place 6 Claudia Villarreal
- Vice President Daniel Alvarez

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Milum gave the invocation and led the audience in the Pledge of Allegiance.

C. VISITORS REMARKS

To speak, you must sign in with the City Secretary prior to the meeting. You have a limit of 5 minutes to speak.

There were none.

D. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from December 2, 2024.

Motion was made and seconded to approve the minutes from December 2, 2024.

Motion made by Place 4 Huerta, Seconded by Place 3 Casanova.

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

2. Consideration and ACTION to acknowledge the December 2024 Financial Report A. Monthly B. Year to Date Report C. Sales Tax Report

Mr. Milum reported a total of 10 checks issued for a total of \$29,204.69, the CDC is a quarter through the year, sales tax revenue at a 23.35%, 13.94% in expenditures and reviewed the sales tax report.

Motion was made and seconded to acknowledge the Financial Report.

Motion made by Place 2 Maldonado, Seconded by Place 5 Cappon.

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

3. Consideration and Action to approve a sign grant for Good People located at 105 N. Arroyo Blvd. Suite B.

Board member Marco Huerta explained the committee met and recommended the lowest bid in the amount of \$4,050 with the CDC portion being \$2,025.

Motion was made and seconded to approve a sign grant for Good People located at 105 N. Arroyo Blvd. Suite B in the amount of \$4,050 with the CDC portion being \$2,025.

Motion made by Place 2 Maldonado, Seconded by Vice President Alvarez.

Voting Yea: President Juarez, Place 2 Maldonado, Place 3 Casanova, Place 4 Huerta, Place 5 Cappon, Place 6 Villarreal, Vice President Alvarez

E. REPORT BY CDC CONSULTANT

- 1. CDC Consultant Report December 2024 A. Businesses & Resident Site Information B. Business Outreach C. Community Development D. Sponsored Promotions

CDC Consultant, Desi Martinez reported building permits issued, business outreach, mailout promotions and reviewed flyer created for sites available with in the city and answered questions from the board.

F. REPORT BY GENERAL MANAGER

- 1. City Manager Report A. Veteran’s Memorial

Mr. Milum reported there was no update and the contractor was completing final items.

G. ADJOURNMENT

The meeting was adjourned at 6:14 p.m.

Enrique Juarez, President

ATTEST:

Jacqueline Moya, City Secretary



Los Fresnos Community Development Corporation (LFCDC)
A Texas 4B EDC, FEBRUARY 3rd Board Meeting Report
By Desi Martinez, assisted by CDC Intern, & Chamber & City Permits



Economic Development:

Businesses and area residents looking for sites, information, or technical assistance:

Small BIZ inquiries and home sites in JANUARY 2025	<u> 3 </u> - per month
New or expanding commercial business permits submitted (2-New)	<u> 2 </u> - this month
Total new residential brick homes construction plans and permits submitted	<u> 4 </u> - this month
Total wood frames homes construction plans and permits submitted	<u> 1 </u> - this month
Total duplexes construction plans and permits (duplexes <u> 0 </u> or <u> 0 </u> apts.)	<u> 0 </u> - this month
LFCDC Business matching grants inquiries.	<u> 2 </u> - this month

(Note: Information above from Los Fresnos Permits Office.)

LFCDC R&D and business outreach:

- **Continued discussions on affordable housing Community Development Corporation of Brownsville. CDCB is in Austin at the 89th Legislative Session seeking grants and expansion of funding. Our goal is for CDCB to start an affordable housing subdivision in the city.**
- **Visited with Raul Garcia Cameron County Community Development Department to see what existing or new programs exist or are being sought for the city and trade area.**
- **Jose Morones of UTSA has a new program for small cities and I am in contact with them to see how it can assist our city nonprofit organizations as Boys and Girls Club and Rodeo Committee for their facilities improvement projects.**

LFCDC Sponsored Promotion and expanding the city Brand:

- ❖ **70 business 2025 packets and inserts of information have been sent to regional and South Texas banks, county, state and federal officials, investment managers and regional businesses as a furniture store and equipment rental store owners that I personally visited.**
- ❖ **More mail-outs and regional business visits is a 2025 business development priority and will continue throughout this winter and spring.**
- ❖ **A copy of the 2025 packet will be provided you at the meeting**
- ❖ **Finished the regional distribution of 2025 Los Fresnos Rodeo**



See you at the Rodeo!

(Contact me for information at the Los Fresnos CDC Office at #956-233-6182 or call my personal cell #956-778-8929 or email me at desiandlu1@yahoo.com

ACTION ITEM REPORT



Item Title: Planning & Zoning Commission Report 1. Minutes

Recommendation:

During my review, I was asked to keep the Council updated on activities of the Planning & Zoning Board. These are the minutes from the prior month's meeting. If there is no activity that needs their approval, there is no meeting.

Call with questions.



Planning and Zoning Commission Meeting Minutes

Monday, January 20, 2025 at 6:00 PM

City Hall – 520 East Ocean Blvd. Los Fresnos, TX 78566

<https://cityoflosfresnos.com/meetings>

NOTICE OF SAID MEETING IS HEREBY GIVEN BY THE CITY OF LOS FRESNOS PURSUANT TO CHAPTER 551, TITLE 5 OF THE TEXAS GOVERNMENT CODE, THE TEXAS OPEN MEETINGS ACT.

A. CALL MEETING TO ORDER

Chairman Robert Walsdorf called the meeting to order at 6:00 p.m.

PRESENT

- Place 1 Robert Walsdorf
- Place 2 Jacob Wasonga
- Place 5 Henry Bebon
- Place 6 Larry Meade
- Place 7 Javier Rodriguez

ABSENT

- Place 4 Desi Delgado

B. VISITORS REMARKS

To speak, you must sign in with the City Secretary prior to the meeting. You have a limit of 5 minutes to speak.

There were none.

C. PUBLIC HEARING

1. Public hearing to receive comments from residents concerning the application for conditional use permit to allow a duplex to locate at 404 & 406 W. 9th Street, (Lot 11 & 12 Block 78) zoned Single Family District.

Public hearing opened at 6:00 p.m.

The property owner and builder were present. They introduced themselves to the board and explained their request for a conditional use permit to build a duplex.

Public hearing was closed at 6:04 p.m.

D. ACTION ITEMS

1. Consideration and ACTION to approve the minutes from December 16, 2024.

Motion was made and seconded to approve the minutes from December 16, 2024.

Motion made by Place 5 Bebon, Seconded by Place 6 Meade.

Voting Yea: Place 1 Walsdorf, Place 2 Wasonga, Place 5 Bebon, Place 6 Meade, Place 7 Rodriguez

2. Consideration and ACTION to approve an application for conditional use permit to allow a duplex to locate at 404 & 406 W. 9th Street, (Lot 11 & 12 Block 78) zoned Single Family District.

Mr. Milum explained the request. He answered questions and discussed the request.

Motion was made and seconded to deny an application for conditional use permit to allow a duplex to locate at 404 & 406 W. 9th Street, (Lot 11 & 12 Block 78) zoned Single Family District.

Motion made by Place 5 Bebon, Seconded by Place 6 Meade.

Voting Yea: Place 1 Walsdorf, Place 2 Wasonga, Place 5 Bebon, Place 6 Meade, Place 7 Rodriguez

E. ADJOURNMENT

The meeting was adjourned at 6:06 p.m.

Robert Walsdorf, Chairman

ATTEST:

Jacqueline Moya, City Secretary